

BYLAWS OF THE

The name of this organization is the Academic Magnet High School (AMHS) Partners in Education (PIE). The structure and specific rules of PIE are contained in these bylaws.

ARTICLE II: PURPOSES

Section 1. The Purposes of PIE:

- a. To promote the welfare of children, families, and parents in home, school, and community.
- b. To support adequate laws for the care and protection of children and youth.
- c. To bring into closer relation the home and the school that parents and teachers may cooperate intelligently in the education of children and youth.
- d. To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, and social education.

Section 2. The Purposes of PIE are promoted through advocacy and educational programs. They are directed toward parents, teachers, and the general public; are developed through committees, projects and programs; and are governed and qualified by the basic policies set forth in Article III.

Section 3. The organization is organized exclusively for the charitable, scientific, literary, or educational purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code (hereinafter referred to as "Internal Revenue Code".)

ARTICLE III: BASIC POLICIES

The following are Basic Policies of PIE:

- a. The organization shall be noncommercial, nonsectarian, and nonpartisan.
- b. The organization shall work with the school and community to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities.
- c. The organization shall work to promote the health and welfare of children and youth and shall seek to promote collaboration between parents, school, and the community at large.
- d. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, directors, trustees, officers, or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof.
- e. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.
- f. Upon the dissolution of the organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundations, or organizations that have established their tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.
- g. The organization or members in their official capacities shall not, directly or indirectly, participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.
- h. The organization or members in their official capacities shall not endorse a commercial entity or engage in activities not related to promoting the Purposes of the organization.

ARTICLE IV: MEMBERSHIP AND DUES

Section 1. Membership in PIE shall be open, without discrimination, to anyone who believes in and supports the missions and purposes of PIE.

Section 2. PIE shall conduct an annual enrollment of members but may admit individuals to membership at any time. Membership is valid July 1 through June 30.

Section 3. Each member of a PIE shall pay such annual dues of \$5/adult and \$3/student per person to said organization as may be prescribed by the organization.

ARTICLE V: OFFICERS ELECTIONS AND VACANCIES

Section 1. The officers of this organization shall be president, one vice-president, a secretary, treasurer, and a member-at-large.

Section 2. These officers shall be nominated in the month of March by the voting body of the organization, with elections to be held in May.

Section 3. Voting for officers shall be under the supervision of the Committee on Elections. The election shall be by ballot, which may be via email or during a meeting. When there is but one candidate for the vacancy, the election may be held by voice vote. A majority vote shall be required for election. The term of each officer shall be for one year(s) or until an election of a qualified successor.

Section 4. All PIE officers shall meet the following qualifications.

- a. Each officer shall be a member of PIE.
- b. No officer may be eligible to serve more than two term(s) in that office.
- c. An officer who has served for more than one half of a full term shall be deemed to have served a full term in such office.
- d. Only those persons who have agreed to serve (to the Nominating Committee) shall be nominated for or elected to office.

Section 5. Each officer elected shall take office on July 1.

Section 6. A vacancy in any office, except the office of President, shall be filled by the Board of Directors for the un-expired term. The election shall be by ballot.

When there is but one candidate for the vacancy, the election may be held by voice vote. A vacancy in the office of President shall be filled by the Vice President for the remainder of the un-expired term.

ARTICLE VI: DUTIES AND OFFICERS

Section 1. The President shall:

- a. preside at all meetings of the organization and of the Board of Directors;
- b. serve as an ex-officio member of all committees except the nominating and election's committee;
- c. coordinate the work of the officers and appoint chairmen of standing and special committees;
- d. appoint a parliamentarian; and,
- e. perform other duties as prescribed by these bylaws, or by the parliamentary authority, or assigned to him by the organization or by the Board of Directors.
- f. Be a member of the School Improvement Council.

Section 2. The Vice President(s) shall:

- a. act as an aide to the President and shall in their designated order perform the duties of the President in his/her absence or inability to act; and,
- b. perform other such duties as determined by the Board of Directors.

Section 3. The Secretary shall:

- a. attend all meetings of the organization, keeping an accurate account of all regular and board meetings;
- b. act as clerk there of and record all votes;
- c. perform other duties as provided for by these bylaws, or as directed by the President, or the Board of Directors; and,
- d. deliver to the successor all books, records, and documents held in their possession no later than ten (10) days following the completion of their term or assumption of office by their successors.

Section 4. The Treasurer shall:

- a. maintain a full account of the funds of PIE;
- b. keep a full and accurate account of the receipts and disbursements in books belonging to PIE and shall deposit or cause to be deposited all monies in the name and to the credit of the organization; disburse funds in accordance with the budget adopted by the organization, taking proper vouchers for such disbursements, shall make a report of income and expenditures with current account balance at an regular meetings;
- c. present an annual financial report to the organization;

- d. ensure all checks shall be signed by two persons;
- e. perform other duties as provided for by these bylaws or as directed by the president, or the Board of Directors; and,
- f. deliver to the successor all books, records, and documents held in their possession no later than ten (10) days following the completion of their term or assumption of office by their successors.

Section 5. The Member at Large shall:

- a. shall have at least one year prior experience on the PIE Board
- b. attend all meetings of the organization; and,
- c. perform other such duties as determined by the Board of Directors.

ARTICLE VII: BOARD OF DIRECTORS

Section 1. The affairs of PIE shall be managed by the Board of Directors.

Section 2. Each board member of PIE shall be a member of PIE.

Section 3. The members of the board shall be elected officers; chairmen of standing and special committees; the principal of the school or a representative appointed by him/her, teacher representative, and student representative

Section 4. The Board of Directors shall:

- a. have authority over the affairs of PIE;
- b. transact necessary business in the intervals between organization meetings and other business referred to it by the organization;
- c. ensure that the budget committee prepare and submit an annual budget to the organization for adoption;
- d. incur no debt or liability except that which is approved by the PIE membership;
- e. approve routine bills within the limits of the approved budget;
- f. appoint the financial review committee at least two weeks before the new treasurer assumes duties; and,
- g. appoint special committees.

Section 5. If any member of the Board of Directors ceases to meet the qualifications or fulfill the duties of the position, that person may be removed from the board by a two-thirds (2/3) vote of the Board of Directors.

Section 6. Regular board meetings shall be held at times to be fixed by the President and approved by the Board of Directors prior to the first general membership meeting.

Section 7. Special meetings of the board may be called by the President or by a majority of the board members.

Section 8. One-fourth (1/4) of the members of the Board of Directors shall constitute a quorum.

ARTICLE VIII: COMMITTEES

Section 1. To facilitate the ongoing work of PIE, there shall be standing committees of:

(Please list committees): hospitality, teacher appreciation, volunteers, fundraising, membership, and auction

- a. Chairmen of these committees shall be elected by the Board of Directors for a term of one year(s).
- b. Committee members shall be nominated by the President and approved by the Board of Directors; or as provided for in these bylaws.

Section 2. Each committee member shall be a member of PIE.

Section 3. .

- a. Chairmen of standing and special committees shall be members of the Board of Directors.
- b. Chairmen of these committees shall submit a plan of work and shall undertake no work without board approval.
- c. Chairmen of the committees shall circulate no material or form letters to the general membership without the approval of the President or officer designated by the President and the Principal.

Section 4. The Nominating Committee for Officers shall consist of (odd number) three members, and shall be elected at a meeting prior to the month of elections. The committee shall elect its own chairman at the time the committee is elected. The President and immediate past President shall be ineligible to serve on this committee.

Section 5. The Financial Review Committee shall consist of at least three (3) members selected by the board. The committee shall examine the treasurer's accounts annually. Upon satisfaction that the treasurer's annual financial report is correct, the committee shall sign a statement of that fact at the end of the report.

ARTICLE IX: MEETINGS

Section 1. At least one regular meetings of this organization shall be held during the school year. Meeting dates shall be determined by the Board of Directors. Seven days notice shall be given of a change of date.

Section 2. Special meetings of this organization may be called by the President or by a majority of the Board of Directors with at least seven days notice to the membership.

Section 3. The election meeting date shall be the date established in ARTICLE V, Section 5.

Section 4. (Number) forty members shall constitute a quorum for the transaction of business in any meeting of this organization. (It is recommended that this number be at least equal to the number of officers and committee chairs, plus 5% of the total membership.)

Section 5. Only members of PIE who have paid dues for the current membership year may participate in the business of PIE.

ARTICLE X: FISCAL YEAR

THE FISCAL YEAR SHALL BEGIN ON JULY 1 OF EACH YEAR AND END ON THE FOLLOWING JUNE 30.

ARTICLE XI: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules or Older/Newly Revised shall govern PIE and its constituent organizations, in all cases in which they are applicable and in which they are not in conflict with these bylaws.

ARTICLE XII: AMENDMENTS

Section 1. These PIE Bylaws may be amended by two-thirds (2/3) vote of the members present and voting at any regular meeting provided that these requirements shall have been complied with.

- a. The amendment or amendments shall have been proposed by a committee on Bylaws or the Board of Directors.
- b. A copy of the proposed amendment or amendments shall have been made available thirty (30) days prior to meeting at when the amendment is voted upon.
- c. A quorum has been established.

Section 2. The Board of Directors by a majority vote may authorize the committee on bylaws to submit a revised set of bylaws as a substitute for the existing bylaws. The requirements for the adoption of a revised set of bylaws shall be the same as in the case of an amendment.

These bylaws were approved by the membership of (name) Academic Magnet High School PIE at a regular meeting held on _____ (date).

Signature of President

Signature of Secretary

Name (print)

Name (print)