

**The Enterprise High School Parent Club
Adopted By-Laws May 8, 2003**

Article A

Section 1.

The name of the organization shall be The Enterprise High School Parent Club.

Section 2.

- a.) The primary intent and purpose of this organization shall be; to raise money to be used to grant annual college Parent Club scholarships to qualified EHS graduates.
- b.) Secondly, this organizations goal is to;
 - 1. Foster a close relationship between students, parents and teachers.
 - 2. Assist in helping teachers and administration make sure every student has the highest advantages in every aspect of education.
 - 3. Support student extra-curricular activities.

Section 3. Organizational Policies

- a. This organization shall be non-commercial, non-sectarian, non-partisan. No commercial enterprise and no candidate shall be endorsed by it.
- b. Neither the name of the organization nor the names of the officers in their official capacities shall be used in any connection with a commercial concern or with any partisan interest or for any other purpose than the regular work of this organization.
- c. Policies of this organization shall be established only in the best interest of the school and students.
- d. Activities planned and sponsored by this organization shall only be conducted on Enterprise High School premises and with advanced approval of the governing board or its authorized representatives. Should this organization choose to conduct activities away from Enterprise High School premises, it is understood that the school's liability insurance is not extended to protect this organization or its members unless the activity is sponsored and directed by Enterprise High School.

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Article B

Section 1. General Meeting Rules:

- a. The Parent Club meetings will be held monthly. Date and time to be determined at the first general meeting of each year.
- b. Special meetings of the executive board maybe called at any time by the president or a majority of the executive board.
- c. All meetings shall be governed under Robert's Rules of Order if requested. Otherwise the president shall present an agenda for each meeting and members shall abide by such agenda.
- d. A quorum shall be present at all regular meetings in order to transact any business. A quorum shall be three members of the executive board.

Membership:

- a. Membership in The Enterprise High School Parent Club is available to any individual who abides by the by-laws and subscribes to the policies of this organization.
- b. All members are invited to attend all Parent Club meetings. Each member present will be able to voice and vote.

Article C

Section 1.

The elected officers shall be: President, Vice-President, Secretary and Treasurer.

Section 2.

The president shall appoint chairpersons and committees as needed for the work of the organization.

Section 3.

The officers shall make up the executive board of The Parent Club. These members are expected to attend all meetings.

Section 4. Duties of the Officers:

- a. **PRESIDENT:** The president shall preside at all general and executive board meetings, appoint committees, coordinate activities and assume such other duties as are general associated with this office. The president also will work with the treasurer on an audit of the financial records. See Section 5.
- b. **VICE-PRESIDENT:** The vice-president will assume responsibility of the president in the absence of the president.
- c. **SECRETARY:** The secretary shall take minutes of all meetings, handle all correspondence, keep all minutes of general and executive board