

**Franklin Township School District**  
**Parent Organizations Presidents Council**

**Bylaws**



**ARTICLE I**

**NAME**

The name of the organization is the Franklin Township School District Presidents Council, hereinafter known as the Presidents Council.

**ARTICLE II**

**PURPOSE**

**Section 1. Purpose**

The purpose of the Presidents Council is to:

- (a) Continuously advocate for high academic excellence for all the students of the Franklin Township School District
- (b) Collaborate with Central Office Administration and the Board of Education
- (c) Attend Board of Education public meetings and speak on behalf of its membership
- (d) Advance communications between the Board of Education and Central Office Administration with parents and students
- (e) Share District and school information among the different schools' parent organizations
- (f) Increase the awareness of the leadership of parent organizations concerning what is going on in the school district
- (g) Provide assistance to various parent organizations in the District
- (h) Assist and mitigate schools parent organization disputes.
- (i) Coordinate the activities of the parent organizations and various boards in the District as needed.

**Section 2. Limitation of Methods**

The Presidents Council shall be independent of the District schools parent organization's leadership and not raise funds. It shall be a non-political organization and may when needed support a referendum presented by the Board of Education. The Presidents Council may advocate for or against issues it deems important to the betterment of the students in the District.

## **ARTICLE III**

### **MEMBERSHIP**

The membership of the Presidents Council will consist of representatives from each of the District's PreK-12 public schools Board of Education approved Parent Organization Executive Boards.

#### **Section 1. Members**

- (a) The Presidents Council shall be governed by its members.
- (b) Each school parent organization may have a maximum of 3 members attend as follows: the President, the board liaison and a representative selected by their perspective President.
- (c) The non-hierarchical structure of the Council guarantees each member equal authority; however, the Council's monthly meetings will be chaired by its selected Chairperson.
- (d) A previous Chairperson whose children are no longer in the District may continue to participate or hold office for no more than two (2) years by vote of the members.

#### **Section 2. Meetings**

- (a) Meetings of the Presidents Council may be held monthly throughout the school year.
- (b) Meetings are closed meetings and for members only.
- (c) The Presidents Council will periodically invite a member of the administration, Board of Education members or guest of their choosing to attend the meeting. The Administrator may bring one guest, but he/she must advise the Chairperson in advance (at least 72 hours) of the meeting of the guest in order that the agenda may be updated.
- (d) The meeting Agenda should be released one week prior to the meeting.

#### **Section 3. Voting**

- (a) Voting privileges are reserved for members only.
- (b) Each parent organization will have one vote which will be cast by the President or his/her designee when the President is absent.
- (c) If the President of a parent organization will not be in attendance of the meeting, they will advise the Chairperson prior to the meeting of the alternate who will be authorized to vote on their behalf.

#### **Section 4. Quorum**

Presence of at least five (5) members will constitute quorum for the transaction of business.

## **Section 5. Removal of a Member**

Any member of the Presidents Council may be removed by the Council for any of the under mentioned reason(s), by a vote of at least two-thirds of the Council of the membership, excluding the member being removed, in secret ballot, at a regular or special meeting called for this purpose.

The reasons for removal may be:

- (a) If he/she has committed a breach of the Bylaws of the Presidents Council
- (b) If he/she acts in a manner prejudicial to the interest of the Presidents Council
- (c) If he/she aids, abets or instigates any person to contravene any provisions of the Bylaws of the Presidents Council
- (d) If he/she, without sufficient causes, fails to attend three consecutive regular meetings of the Presidents Council per year, unless confined by illness or otherwise excused in advance of the meeting by the President.

## **Section 6. Vacancies**

Any vacancy in the Presidents Council arising from demise, resignation or removal of a member shall be filled without undue delay by appointment from their perspective parent organization board.

# **ARTICLE IV**

## **OFFICERS and ELECTIONS**

The Presidents Council shall be managed by its members through elected officers.

### **Section 1. Officers**

- (a) The elected officers shall be: Chairperson, Secretary and Treasurer. If deemed necessary any given year, Co-Chairperson may be elected.
- (b) The Chairperson must have at least one (1) year experience on the President Council.
- (c) Officers shall be elected for a period of one (1) year by a majority vote.
- (d) Each participating school organization will be permitted to issue one (1) vote on any issues before the Council.
- (e) The election will occur at the June meeting after all the parent organizations have elected their respective Executive Board for the upcoming year.

### **Section 2. Removal of Officers**

The members of the Presidents Council, by a two-thirds vote of the entire membership, may remove an Officer at any time if, in its judgment it feels that the best interests of the Council would be served.

## **ARTICLE V**

### **DUTIES OF OFFICERS**

#### **Section 1. Chairperson**

- (a) The Chairperson or assigned designee shall preside at all meetings of the Presidents Council.
- (b) If the Chairperson is unable to attend the meeting, he/she shall appoint a designee to preside over the meeting.
- (c) The Chairperson will create the meeting agenda and distribute to Council members a week prior to the meeting.
- (d) The Chairperson will be the official liaison to the Board of Education and the Central Office Administration.
- (e) The Chairperson will represent the President Council on issues when authorized by the members.
- (f) The Chairperson will coordinate the scheduling of meetings and the distribution of information from the Presidents Council to Board of Education and the Central Administration.
- (g) The Chairperson will not make decisions or unilaterally communicate on behalf of the Presidents Council without the member's expressed approval. The decisions will be on a case by case basis.
- (h) The Chairperson will appoint a member to keep the Master Calendar of Activities of each parent organization for the purpose of information and preventing possible duplications.

#### **Section 2. Secretary**

- (a) The Secretary shall keep the Minutes and attendance records of the Presidents Council, and records such other matters as directed by the members.
- (b) The Secretary shall maintain an updated list of all Executive Board members of each District School parent organizations. This list will not be shared publicly outside the members of the President Council unless authorized by the member.
- (c) The Secretary shall maintain the updated Bylaws of each member parent organization and update the District's Central Administration.
- (d) Minutes shall only be distributed once they are approved by the members and published on the Presidents Council website.

#### **Section 3. Treasurer**

- (a) The Treasurer shall receive all monies, make such disbursements as are authorized and shall keep regular accounts in the books of the Presidents Council. These accounts shall be open to all Council members in good standing at the reasonable times.
- (b) The Treasurer shall also render a report of all receipts and disbursements at each regular meeting. The President and the Treasurer will sign all checks.

## **ARTICLE VII**

### **Finances**

#### **Section 1. Funds**

The Presidents Council shall maintain a bank account. The funds will be used to support general District events rather than asking each parent organization to contribute as needed. Participating parent organization shall agree to contribute \$150.00 for each PTSO and \$50.00 for other parent organizations in September of each school year to this account.

#### **Section 2. Disbursements**

- (a) The Treasurer is authorized to make disbursements on expenses with approval of the Council. Disbursements shall be by check.
- (b) All checks must be signed by both the President and Treasurer.

#### **Section 3. Fiscal Year**

This fiscal year of the Foundation shall close on June 30th.

## **ARTICLE VI**

### **PARLIAMENTARY AUTHORITY**

#### **Section 1. Parliamentary Authority**

The current edition of Robert's Rules of Order shall be the final source of authority on all questions or parliamentary procedure when such rules are not inconsistent with the charter of the Bylaws of the Presidents Council.

## **ARTICLE VII**

### **AMENDMENTS**

#### **Section 1. Revisions**

- (a) These Bylaws may be amended or altered by a two-thirds vote of the total members at any regular or special meeting, providing the notice for the meeting includes the proposals for amendments.
- (b) Any proposed amendments or alterations shall be submitted to the members in writing, at least ten (10) days before the meeting at which time they are to be acted upon.

Adopted by resolution of the Members of Presidents Council June 2015  
Revised May 2, 2018