

Proposed Bylaws of Pioneer High School PTSO

Article I – Name, Description & Purpose

Section 1: NAME- The name of the organization shall be the Ann Arbor Pioneer High School Parent Teacher Student Organization (Pioneer PTSO). The Pioneer PTSO is located at Pioneer High School, 601 W. Stadium Blvd., Ann Arbor, Michigan 48103.

Section 2: DESCRIPTION – The Pioneer PTSO is a non-profit 501(c)(3) corporation that exists for charitable and educational purposes, including the making of distributions to organizations that qualify as an exempt organization under section 501(c)(3) of the Internal Revenue Code.

Section 3: PURPOSE – The purpose of the Pioneer PTSO is to enhance and support the educational experience at Pioneer High School; to promote collaboration, communication and unity between and among the parents, the students, the school faculty and staff and the community at large; and to support the activities and programs of Pioneer High School through volunteer and financial support.

Article II – Membership and Dues

Section 1: MEMBERSHIP – Membership is automatically granted to all parents and guardians of currently enrolled students, as well as current teachers, students and staff of Pioneer High School. All members have the right to attend, speak and vote at all Pioneer PTSO general meetings.

Section 2: DUES – Dues or suggested donation amounts will be determined by the current Board of Directors on an annual basis.

Article III – Non-Discrimination

No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination on the basis of race, color, sex, religion, creed, political belief, age, national origin, linguistic and language differences, sexual orientation, gender identity, gender expression, socioeconomic status, height, weight, marital or familial status, or disability.

Article IV – Officers

Section 1: BOARD OF DIRECTORS – The Board of Directors (Board) shall consist of at least five (5) members of the Pioneer PTSO and include the President and/or Co-President, Vice President, Secretary and Treasurer. Members of the Board may hold only one of these positions at any given time. Additional directors may be added, as the Board deems necessary.

Section 2: NOMINATIONS AND ELECTIONS – Election of the Board shall take place at the final meeting of the current school year. A nominating committee, comprised of out-going Board members and other representatives of Pioneer High School selected by the Board will be charged with presenting a slate of candidates one week prior to the final General PTSO meeting of the current school year. The election of the slate, if non-contested, may be by voice vote or a show of hands. Any contested election shall be by

written ballot; those persons elected by a plurality of the votes cast for each open Board position shall be deemed elected.

Section 3: TERM OF OFFICE – The term of office for all Board of Director positions is one year, beginning no later than the final day of the school year in which he/she was elected and ending on the final scheduled class day of the following school year.

Section 4: QUALIFICATIONS – All parents and guardians of current or former Pioneer students, current teachers and staff of Pioneer High School are eligible for a Pioneer PTSO Board position.

Section 5: DUTIES

Board of Directors – The business and affairs of the Pioneer PTSO shall be managed by a Board of Directors, which is the governing body of the corporation. The Board shall transact business between meetings in preparation for general meetings, prepare reports and recommendations to the membership, develop an annual budget, establish and oversee committees to conduct the work of the PTSO, and establish fundraising and other programs. The Board shall approve all expenses and funding requests.

President – The President shall preside at PTSO Board and general meeting, prepare agendas for PTSO meetings, serve as the official representative of the PTSO and perform other duties as determined by the Board that are consistent with these bylaws and the PTSO's Articles of Incorporation.

Vice President – The Vice President shall assist the President, chair meetings in the absence of the President, and perform other such duties as may be delegated by the President that are consistent with these bylaws and the PTSO's Articles of Incorporation.

Secretary – The Secretary shall keep a complete record of the proceedings of each Board and PTSO general meeting, present the minutes for approval, distribute minutes to membership via email and/or hard copy at meetings, and perform other such duties as may be delegated by the Board that are consistent with these bylaws and the PTSO's Articles of Incorporation.

Treasurer – The Treasurer shall serve as custodian of the PTSO's finances, collect revenue, pay authorized expenses, report financial activity every month, present a budget at the first scheduled general PTSO meeting of the current school year, prepare a beginning of the year and year-end financial report, facilitate an annual audit, submit annual tax and corporation paperwork, hold all financial records, and perform other such duties as may be delegated by the Board that are consistent with these bylaws and the PTSO's Articles of Incorporation.

Section 6: POWERS OF THE BOARD – The Board shall have complete authority for governance of the PTSO, including, but not limited to, the power to make necessary rules and regulations, assessment of dues, fees, and other charges, management of all financial matters, and the conduct of any other matter considered by the Board to be in the interest of the PTSO. The Board may establish and appoint members from the membership to any committees it considers necessary to carry out these functions.

Section 7: REMOVAL – A Director can be removed from the Board for failure to fulfill his/her duties or in the event of a conflict of interest, after reasonable notice, by a majority vote of the Board.

Section 8: VACANCY – If a vacancy occurs on the Board, the President or Vice President shall appoint a PTSO member to fill the vacancy for the remainder of the Director’s term. This appointment must be affirmed by a majority vote of the Board by the conclusion of the next meeting.

Article V – Meetings

Section 1: BOARD MEETINGS – The Board of Directors shall meet monthly during the school year or at the discretion of the President to conduct the business of the PTSO.

Section 2: PTSO GENERAL MEETINGS– PTSO general meetings shall be held at least once each semester of the school year or at the discretion of the Board of Directors.

Section 3: VOTING – Each voting member in attendance at a PTSO meeting is eligible to vote. Absentee or proxy votes are not allowed.

Section 4 : USE OF ELECTRONIC MEANS FOR MEETING PARTICIPATION AND VOTING – When any provision of these bylaws call for notice, communication, a meeting or voting, the Pioneer PTSO is authorized to use electronic means to the fullest extent permitted under Chapter 4 of the Michigan Nonprofit Corporation Act (Act 162).

Section 5: -QUORUM - A majority of the directors then in office constitutes a quorum for any Board of Directors’ meeting. Five (5) members of the PTSO constitute a quorum for PTSO general meetings.

Article VI – Bylaw Amendments

The Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a two-thirds majority vote of the Board of Directors present. Changes to the Bylaws may be proposed by any PTSO member at a general or Board meeting and shall be considered for voting at a subsequent Board meeting.

Article VII –Limits of Liability and Indemnification

No PTSO Board member shall be liable or responsible for any debts or liabilities of the PTSO, or liable to the PTSO. Furthermore the PTSO shall indemnify any present or former Board member who is made a party or is threatened to be made a party to any threatened, pending or contemplated action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that s/he is or was an Officer of the PTSO, against any expenses (including attorneys' fees), judgments, fines and amounts paid in settlement, which are actually and reasonable incurred, if such present or former Officer acted in good faith and in a manner s/he reasonably believed to be in or not opposed to the best interest of the PTSO or its members, to the extent that the same is not prohibited by Michigan law.

Article VIII - Dissolution

In the event of dissolution of the Pioneer PTSO, any assets remaining after payment of all debts and liabilities of this organization shall be donated to Pioneer High School.

Article IX – Parliamentary Authority

The authority for this organization shall be “Roberts Rules of Order Newly Revised”.

Article X – Fiscal Policy

The fiscal policy document for the organization shall be the “Pioneer PTSO Budget”. The organization will adhere to the fiscal policy in its entirety as described in this document. The Board will review and update the fiscal policy document on an as needed basis. Changes to the fiscal policy must receive a majority vote by the Board.