

# **SPEEDWAY PARENTS & TEACHERS BY-LAWS**

## **ARTICLE I: NAME**

The name of this organization is Speedway Parents & Teachers, or SPT.

## **ARTICLE II: ARTICLES OF ORGANIZATION**

The SPT exists as an unincorporated organization of its members. Its “articles of organization” comprise these by-laws, as from time to time amended, and its articles of organization, if any. In the absence of separate articles of organization, the by-laws shall be deemed to be the articles of organization.

## **ARTICLE III: OBJECTIVES**

- 1 To align the home and school, so that parents and teachers may work together in the education of children.**
- 2 To promote the health, welfare and safety of children.**

## **ARTICLE IV: STRUCTURE OF THE ORGANIZATION**

The SPT shall exist and operate at both the School Corporation level and Elementary School level. The School Corporation level shall be directed by a SPT Corporation Executive Board. The activities conducted at each elementary school shall be directed by four school-specific Elementary SPT Boards.

## **ARTICLE V: SPT CORPORATION EXECUTIVE BOARD**

- 1 The SPT Executive Board shall consist of the principal from each elementary school, the President of each of the elementary school SPT Boards, the superintendent and/or designee of the school district. This portion of the SPT Executive Board shall select from the membership a Chair, Vice Chair/Secretary, and Accounts Payable Treasurer who will upon selection have status on the SPT Executive Board.**
- 2 The duties of the Executive Board shall be to oversee the activities of each of the elementary SPT Boards and to transact business as may be referred to it by the individual SPT Boards.**
- 2 The Executive Board shall meet twice annually or as called by the Chair.**
- 3 The SPT Executive Board must have a quorum to conduct business. A quorum is established when seven members of the Board are present.**
- 4 The Accounts Payable Treasurer shall receive all monies of the organization and shall keep an accurate record of receipts and expenditures and shall pay out money only as authorized by the SPT Corporation Executive Board. The accounts shall be closed on May 31<sup>st</sup> and audited by August 15<sup>th</sup>.**

## **ARTICLE VI: BASIC POLICIES**

- 1 The SPT shall be non-commercial, non-partisan and non-sectarian.
- 2 The name of the organization or any members in their official capacities shall not be used in connection with a commercial concern or a partisan interest for any purpose not appropriately related to the promotion of the objectives of the organization.
- 3 The SPT shall not participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office.
- 4 The SPT shall work with the schools to provide quality education for the children of the Speedway Public Schools.
- 5 The SPT may cooperate with other organizations or agencies concerned with child welfare, but persons representing the organization shall make no commitments that bind the SPT.
- 6 In the event of the SPT becoming inactive, its assets shall be placed in the Speedway School Extracurricular General Fund Account and will become the property of the School Town of Speedway.

## **ARTICLE VII: ELEMENTARY SPT BOARDS / OFFICERS AND THEIR ELECTION**

- 1 The officers of this organization shall be a President, Vice President, Secretary and Accounts Receivable Treasurer for each of the four Speedway Elementary Schools, who will be either appointed by the school principal or elected (should multiple persons be seeking the same position) by the membership. In addition to these officers, the principal, and a teacher as designated by the principal will be on each SPT school level board.
- 2 Nominations for the President, Vice President, Secretary and Treasurer shall be conducted at the school under the direction and discretion of the school principal. The principal will oversee the nomination process.
- 3 Elections, if needed, shall be by ballot and a majority of all votes cast shall be necessary to elect. If there is only one candidate for any office, the principal will appoint the positions. No officer shall be eligible to the same office for more than two consecutive years.
- 4 Officers shall assume their duties by June 1<sup>st</sup>.
- 5 A vacancy occurring in an office shall be filled by the school principal for the unexpired term.

## **ARTICLE VIII: DUTIES FOR OFFICERS OF THE ELEMENTARY SPT BOARDS**

- 1 The president shall preside at all meetings of the organization and of the Executive Board and shall appoint special committees and shall perform all other duties usually pertaining to the office.
- 2 The Vice President shall perform the duties of the President on the absence or inability of the officer to act.
- 3 The secretary shall keep a correct record of all meetings of the association and shall publish the correspondence for the organization.

## **ARTICLE IX: MEETINGS**

- 1 The SPT Boards shall meet regularly a minimum of three times per year. Additional meetings will be at the discretion of the board as deemed necessary to conduct the business of the SPT.
- 2 The privilege of holding office, making motions, debating and voting shall be limited to members of the organization.

## **ARTICLE X: COMMITTEES**

- 1 Committees may be required to promote the objectives and policies of the organization. The chairman of each committee shall be chosen by the president. The chairman will appoint the members of the committee.**
- 2 The chairman of each standing committee shall submit plans of work to the President for approval.**

## **ARTICLE XI: FUNDS**

- 1 Funds of the SPT shall be derived from membership dues, contributions and special projects, which may be approved by the SPT Corporation Executive Board. Dues paid to the SPT Corporation Executive Board will be assessed annually and payable by February 1 of the current school year.**

## **ARTICLE XII: PARLIAMENTARY AUTHORITY**

**Robert's Rules of Order Newly Revised shall govern the SPT in all cases in which they are applicable and in which they are not in conflict with these by-laws.**

## **ARTICLE XIII: AMENDMENTS**

- 2 These by-laws may be amended at any regular meeting of the Executive Board by a two-thirds vote of the members present and voting, as deemed necessary by the board for the execution of the objectives of the organization.**
- 3 Any amendment or revision shall become effective upon majority vote of the members present and voting.**