

## **Parent Leadership Council Bylaws**

### **Article I - Name**

The name of this organization shall be the Achievement First Amistad High School Parent Leadership Council (PLC).

### **Article II – Purpose**

**Section 1:** The purpose of the PLC is as follows:

- To support the operations of the school so that the school is a joyous place for children to learn and grow
- To support the school's scholars, faculty, administration and families
- To foster the development of strong relationships between the school, the scholars, and families

**Section 2:** The purposes of the PLC are promoted through an advocacy and educational program directed toward parents, teachers, and the general public; developed through conferences, committees, projects, and programs; and governed and qualified by the basic policies set forth in Article III.

**Section 3:** The association 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 the PLC:

- a. The association shall be noncommercial, nonsectarian, and nonpartisan.
- b. The association shall work with the schools 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 association shall work to promote the health and welfare of children and youth, and shall seek to promote collaboration among parents, schools, and the community at large.
- d. No part of the net earnings of the association shall inure to the benefit of, or be distributable to, its members, directors, trustees, officers, or other private persons except that the association 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 association shall not carry on any other activities not permitted to be carried on (i) by an association exempt from federal income tax under Section 501(c) 3 of the Internal Revenue Code or (ii) by an association, contributions to which are deductible under Section 170 (c) 2 of the Internal Revenue Code.
- f. Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to one or more nonprofit funds, foundations, or associations that have established their tax-exempt status under Section 501(c) 3 of the Internal Revenue Code and whose purposes are in accordance with those of National PTA.
- g. The association 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.

## **Article IV – Members and Dues**

**Section 1:** Each member of this local PLC shall pay annual dues to said organization of \$5.

**Section 2:** Membership in the PLC shall be open, without discrimination, to anyone who believes in and supports the Mission and Purposes of PLC.

**Section 3:** This PLC shall conduct an annual enrollment of members, but may admit persons to membership at any time.

## **Article V – Officers**

**Section 1:** The officers of this PLC shall be a president, three vice presidents (one from each sending middle school), a secretary and an assistant secretary.

**Section 2:** Officers shall be elected in the month of April.

**Section 3:** The vote shall be conducted by ballot and a majority vote shall elect. When there is only one candidate for any office that election may be held by voice vote.

**Section 4:** The following provisions shall govern the eligibility of individuals to be officers of the PLC:

- a. Each officer shall be a member of this PLC.
- b. No officer may be eligible to serve more than two consecutive terms in the same office.

- c. A person who has served in an office for more than one half of a full term shall be deemed to have served a full term in such office.

**Section 5:** Officers shall assume their official duties following the close of the meeting in which they are elected and shall serve for a term of 1 year or until their successors are elected.

**Section 6:** A vacancy occurring in the office of president shall be filled for the remainder of the unexpired term by a vice president elected by the executive council. If none of the vice presidents are able to fill the position then at the following meeting a new election shall be held.

## **Article VI – Duties of Officers**

**Section 1:** The president shall:

- a. Preside at all meetings of this local PLC;
- b. Sign all contracts;
- c. Serve as an ex officio member of all committee;
- d. Coordinate the work of the officers and committees of this local PLC in order that the purposes may be promoted;
- e. Coordinate with members of the school to ensure that financial matters are conducted in accordance with the policies of the school and Achievement First;
- f. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the board of directors or executive committee

**Section 2:** The vice presidents shall:

- a. Act as aide(s) to the president;
- b. In their designated order (Amistad, Elm City, then AF Bridgeport), perform the duties of the president in the president's absence or inability to serve;
- c. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the president, the board of directors, or the executive committee.

**Section 3:** The secretary and assistant secretary shall:

- a. Record the minutes and attendance of all meetings of PLC;
- b. Be prepared to read the records of any previous meetings;
- c. File all records;
- d. Have a current copy of the bylaws;
- e. Maintain a membership list;
- f. E-mail meeting minutes to all members of the PLC by the Friday following each meeting;
- g. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the president, the board of directors, or the executive committee.

## **Article VII – Executive Committee**

**Section 1:** There shall be an executive committee of the PLC, the members of which shall be:

- a. All elected officers
- b. The principal or his/her designee

**Section 2:** Special meetings of the executive committee may be called by the president or upon written request of 2 members with 2 days' notice to each member of the executive committee.

**Section 3:** A majority of the executive committee shall constitute a quorum for the transaction of business.

**Section 4:** Duties of the executive committee shall be to:

- a. Transact business referred to it by the board;
- b. Appoint standing committee chairs and members;
- c. Approve the work of the committees;
- d. Act in emergencies between meetings;

## **Article VIII – Committees**

**Section 1:** Only members of this PLC shall be eligible to serve in any elective or appointive positions.

**Section 2:** The standing committees of this local PLC shall be:

- a. Membership
- b. School Spirit
- c. School/Teacher/Scholar Connections
- d. Faculty Support

**Section 3:** The board of directors may create such special committees, as it may deem necessary to promote the purposes of PLC and carry on the work of this PLC.

**Section 4:** The term of office of a committee chair shall be one year or until the selection of a successor.

**Section 5:** The chair of each committee shall present a plan of work to the executive committee for approval. No committee work shall be undertaken without the consent of the executive committee.

## **Article IX – General Membership Meetings**

**Section 1:** Regular meetings of this PLC shall be held with the date and time to be fixed by the board, unless otherwise provided by this PLC or the executive committee. Seven (7) days' notice shall be given to the membership of any change of date.

**Section 2:** Special meetings of this PLC may be called by the president or by a majority of the executive committee, seven days' notice having been given.

**Section 3:** The annual meeting shall be held in June.

**Section 4:** 7 members shall constitute a quorum for the transaction of business in any meeting of this local PLC.

## **Article X—Fiscal Year**

The fiscal year of the AFAHS PLC shall begin on July 1st and end on the following June 30th.

## **Article XI—Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern PLC in all cases in which they are applicable and in which they are not in conflict with National PTA Bylaws, the Connecticut PTSA Bylaws, special rules of order or Articles of Incorporation.

## **Article XII—Amendments**

**Section 1:** These bylaws may be amended at any regular general membership meeting of the AFAHS PLC by a two-thirds vote of those present and voting, provided the amendments have been approved by the executive board and notice of proposed amendments has been provided to the membership thirty (30) days prior to the meeting.

**Section 2:** Any parent or guardian wishing to become a member of the PLC must request membership one meeting in advance of their joining the PLC.