

Remsen-Union Parent/ School Association Remsen-Union Family Connection Constitution/Bylaws

Article I: Name

The name of this organization shall be Remsen-Union Family Connection, hereafter called R-U Family Connection.

Article II: Mission

The R-U Family Connection endeavors to help prepare each student with knowledge and skills to become a lifelong learner and a successful, productive citizen with the help of a community to progress.

Article III: Goals

The goals of R-U Family Connection shall be:

1. To promote communication among families, faculty/staff and administration.
2. To provide families and teachers with educational opportunities regarding student growth and development.
3. To promote good will between and among families, faculty/staff, administration, school board and community.
4. To promote cooperative efforts in support of the school and its mission.
5. To promote legislative actions which could affect schools, students and families.

Article IV: Membership

Membership shall consist of parents/guardians, faculty/staff, and friends of Remsen-Union.

Article V: Executive Committee

The executive committee shall consist of the four voting offices of the R-U Family Connection and ex-officio and ad hoc officers. The executive committee shall conduct R-U Family Connection business affairs, provide general meeting programs of interest, form committees as deemed necessary and appropriate, and review all committee recommendations and report on their final disposition.

Article VI: Officers and Duties

The officers of R-U Family Connection shall consist of:

1. President
2. Vice-President

3. Secretary/Treasurer
4. Faculty Representative

Non-voting, ex-officio members shall include but not be limited to the elementary principal, the high school principle/chief administrator. The president of the R-U Family Connection may appoint additional ex-officio members.

The duties of the **President** shall be defined as follows:

1. Preside at and administer all regular, special and executive committee meetings.
2. Call meetings of R-U Family Connection's Executive Committee.
3. Serve as the official spokesperson of R-U Family Connection to the school boards as needed.
4. Serve as an ex-officio member of all R-U Family Connection committees.
5. Perform such duties as are incumbent of this office.

The **Vice-President** shall:

1. Assume the duties of the president in his/her absence.
2. Perform additional duties designated by the president.
3. Assist in the formation of all committees and serve as an ex-officio member.
4. Assure that committees meet their goals and report their results and recommendations to R-U Family Connection.

The **Secretary/Treasurer** shall:

1. Record minutes of all executive and general meetings.
2. Publicize meetings, functions, and minutes in the school newsletter.
3. Conduct correspondence of R-U Family Connection.
4. Maintain a current file of reports, attendance, records and correspondence of R-U Connection.
5. Perform additional duties designated by the president.
6. Be responsible for recording and correcting as amended the Bylaws of R-U Family Connection.
7. The treasurer responsibilities include keeping accurate records of all receipts and all disbursements, showing each activity separately as well as a complete record of all funds. The treasurer shall give a report at each regular meeting. The treasurer shall give a yearly financial report at the spring meeting.

The **Faculty Representative** shall:

1. Serve as a liaison between the faculty and R-U Family Connection.
2. Report R-U Family Connection nosiness to the faculty.

Article VII: Election and Tenure of Officers

- A. All officers of R-U Connection, except the faculty representative shall be elected buy the members in the spring of the year. The faculty shall elect their representative in the spring. When two or more candidates complete for one office and no candidates receives a majority vote, one of the two candidates receiving the most votes shall be elected in a runoff election. If only one candidate is nominated for a position, a majority vote shall be required to ratify election to the position.

- B. Candidates shall be solicited from the membership, soliciting volunteers in the January newsletter and accepting nominations from the executive committee. The slate of candidates will be published in the school newsletter one month prior to the election.
- C. The term of each office shall be one year and new officers will assume their offices at the close of the school year. The vice-president shall become the president the following year. If a vacancy in an office occurs, an appointment committee to fulfill the unexpired term.

Article VIII: Meetings

General membership meeting of R-U Family Connection shall be held quarterly as determined by the president of R-U Family Connection. A special meeting of R-U Family Connection may be called at any time by the president, with no less than 48 hours advance notice to the membership.

The proceedings of R-U Family Connection shall be conducted using parliamentary procedure. For the purposes of the R-U Family Connection, the following will stand:

- 1. For general or special meetings of R-U family Connection, a quorum shall consist of those members present at the meeting.
- 2. A majority vote will require approval by more than one-half of the quorum.

Article IX: Committees and Functions

- A. All members of R-U Family Connection shall be eligible to be members of the committee.
- B. Committee co-chairs will be elected by their respective committee in a majority rule election of the committee members, with one co-chair retiring each year and a new co-chair being elected to replace the existing chair. Newly elected co-chair will assume duties at the close of the school year.
- C. Committees shall report the results of their work at each general quarterly meeting.
- D. Standing Committees shall consist of:
 - 1. Home/School/Education/Activities Committee. The committee's goal shall be to present programs aimed at educating families and school personnel to successfully deal with the issues students face; thus strengthening the vital connection between home and school.
 - 2. Volunteers in Program Success (V.I.P.S.) Committee: The committee's goal shall be to manage and facilitate the parent/guardian/friend of an R-U volunteer program in events/areas such as Book Fair, Cafeteria, Teacher's Aide, Class Aide, Field Trips, Class Parties, Recess.
 - 3. Legislative Action Committee: The committee's goal shall be to inform and organize political action of the families as advocates regarding local, state and federal legislation which affects education.
 - 4. Hospitality Committee: The committee's goal shall be to assure hospitality through welcoming activities for families, students, faculty/staff, administrators and the community.
 - 5. Playground: The committee will help establish new playgrounds as needed and help to maintain and update existing playgrounds.
 - 6. Fundraisers: This committee will look at different ways to raise funds on an ongoing basis to help support the goals and programs established by the R-U TEAM committee.
- E. Ad-hoc committee may be established by president as needed.

Article X: Amendments

Final approval of the amendment shall be made by 2/3 majority of the members present at the next regularly scheduled general meeting. A minimum of 10 parents must be present at the meeting.

Home and School Education Committee:

1. Host "Code of Conduct" meetings where rules of student conduct are reviewed, consequences to parents and students are explained and parental liability is explained.
2. Host Positive parenting meetings or make parenting information available at open houses. Include information on discipline, nutrition, age appropriate development, etc.
3. Host after school programs for kids on food, nutrition, exercise, cultural experiences, etc

Volunteers in Program Success Committee:

1. Extra volunteers to work at the book fair, as a cafeteria helper, assist in the classroom, go on field trips, help with class parties, and volunteer to monitor recess and any other places extra help is needed.

Legislative Action Committee:

Put together a group of people that will write and contact legislators as pertinent issues arise.

Hospitality Committee:

Put together a family directory.

Consider putting together a "Family in Need" fund so teachers have a place to go for a student's supplies if a family is struggling.

Playground Committee:

Establish a committee to develop a playground to go with the new addition. Develop a system to keep our playgrounds up to date and safe.

Fundraising Committee:

Several fundraising ideas have been suggested and they include Scrip gift certificates, paper recycling like LCHS does and consider doing it in cooperation with RSM), continuing the AR Supper on Elementary Open House, Take over the Box Tops program to free up school personnel, pass the hat and work with donations.