

East Selkirk Middle School Band Parents Association
(Formerly Happy Thought School Band Parents Association)
Revised 2014/2015

CONSTITUTION AND BY-LAWS

CONSTITUTION

Article I: Name

The name of this organization is the East Selkirk Middle School Band Parents Association (here after referred to as ESMS Band Parents Association). He fiscal year is September 1 through August 31st.

Article II: Objectives

Objectives of the ESMS band Parents Association, anon-profit organization, are :

Section 1- To lend all possible support, both moral and financial, to the instrumental music Program in East Selkirk Middle School.

Section 2- To arouse and maintain an enthusiastic interest in the various phases of the Instrumental music department of the school.

Section 3- To co-operate with those in charge of the instrumental music department, School Administration and School Board. To build and maintain an organization which will help promote the general activities of the instrumental music department.

Article III: Membership

Section 1- Any parent or guardian with a child in the instrumental music department of East Selkirk Middle School is automatically considered to be a member of the Association.

Article IV: Executive Board

The officers, and voting members, of the Association shall be President, Vice-President, Secretary, Treasurer, Fundraising Chair and Parent Representatives from each grade (5 through 9), and past President (who shall remain as an advisor for as long as required). Band Director and School Administration shall be ex-officio members. Board will consist of no less than 8 parents.

Article V: Functions of Executive Board

Section 1- Conduct all business pertaining to our Help/Support system for Band Director.

Section 2- To inform band parents of ESMS on all endeavours the Executive acts upon.

Section 3- Represent the band parents of ESMS in matters relating to the Band program to the School Administration.

Article VI: Policies

Section 1- Association may co-operate with other groups to develop co-ordinated programs based on common interest, band students, providing that the Association retains its own identity and program is bound only by commitments which it shall specifically endorse.

Section 2- The Association may make representation to the Administration of East Selkirk Middle School on any matter which falls within the objectives of the Association.

Section 3- The absence of any Executive member from two consecutive meetings may constitute a vacancy subject to vote by the Executive Board. The Executive may appoint another person to fill any such vacancy until the term expires. Before the Executive takes action, the President shall contact the member in question.

Section 4 – Any items acquired by ESMS Band Parents Association shall be and will remain with the Association. Inventory shall be maintained by the Band Parents Association.

Article VII: Meetings

Section 1- Table officers would be responsible for making the decisions after considerable outlined recommendations.

Section 2- The Executive meetings of this organization shall be called at the Presidents Discretion at a date and time most convenient to the Executive members.

Section 3- The executive shall meet a minimum of 5 times per year.

Article VIII: General Meeting

Section 1- Shall be held annually to elect officers and give new parents an idea of the Associations purpose.

Section 2- Additional general meetings may be called at the Presidents discretion.

Article IX: Nominations

Section 1- Executive shall name a Nominating Committee. The Returning Officer shall be either the Past President or a member of the school administration. Nominations for Executive positions shall take place at the Annual General Meeting with nominations rising from the floor. All nominees from the floor must be present to accept the nomination.

Article X: Term of Office

Section 1- The members shall elect no more than 4 parents/guardians to the Executive Board (excluding parent reps) at a general meeting of the Association for a term of two years.

The term of Office for the President and Treasurer shall be two years, commencing at the Annual General Meeting of the Association in 2010.

The term of Office for the Vice-President and Secretary shall be for one year commencing at the Annual General Meeting 2010 and thereafter, such Term of Office shall be extended to two years.

The term of Office for Parent Representatives shall be for a minimum of one year from the date of any Annual General Meeting.

Section 2- A member can serve unlimited consecutive terms.

Section 3- Executive members may stand for re-election for additional terms subject to a majority vote (paper ballot) by the Executive prior to the general meeting. Each member of the Association shall have a vote for the election of Executives.

Section 4- Any vacancy arising in an elected office shall be filled by the Executive Board until the next Annual General Meeting, at which time an election shall be held to fill the vacancy for the full Term of Office, or for the balance of the Term of Office, as the case may be.

Section 5- Should the Board need more than 4 executive members elected in any given year, the Board has the right to elect as many members as needed to fill the Board.

Article XI: Quorum

Section 1- A quorum of three (3) for all meetings shall constitute a majority of the elected members.

Article XII: Amendments

Section 1- The Constitution and By-Laws may be amended by a majority vote of the members present at any general meeting. The amendments must have been presented (2) weeks before the general meeting to the general membership.

BY LAWS

Article I: Duties of Officers

Section 1- The President shall preside at all meetings of the organization, appoint all committees and shall be ex-officio member of all committees.

Section 2- The Vice-President shall assume all the duties of the President in his/her absence.

Section 3- The Secretary shall respond to all correspondence for the organization as requested by the President and shall keep all records of all meetings.

Section 4- The Treasurer shall receive all funds due to the organization, deposit same with the bank or credit union, and make disbursements directed by the organization. He/She shall keep a full and correct account of all money received, expended and make his/her report at the Executive and General meetings of the Association.

Section 5- Fundraising Chair shall co-ordinate all fundraising activities with help from parent volunteers.

Section 6- Grade representatives should solicit help from members at large for band activities, fundraising activities and special committees where deemed necessary.

Section 7- The Band Director will be an active part/resource of the ESMS Band Parents Association.

Article II: If the ESMS Band Parents Association shall at any time disband, any monies in the treasury shall be turned over to the instrument music department of ESMS School, except for personal student accounts which may be used for any other ESMS School Program/Activity.

Article III: No expenditure which adds to the physical properties of the school shall be authorized until first approved by the school administration.

Article IV: Personal Accounts

Monies in Students personal accounts will be carried over for 5 years at the written request of the family, should there be any siblings coming over from HTS, or should students not continue in band after grade 6.

Article V: Date of Approval

This constitution was approved and adopted on the 10th of September 2014.