

BYLAWS CENTRAL HEIGHTS BOOSTER CLUB

Adopted December 10, 2008

ARTICLE I - NAME

The name of this organization shall be the Central Heights Booster Club, serving Central Heights Junior-Senior High School in Franklin County, Kansas.

ARTICLE II - PURPOSE

This organization is a group of parents and community members who work closely with the Central Heights Junior-Senior High staff, administration, and Student Council.

X To promote the tradition of excellence in Central Heights academic, athletic, and extracurricular activities. This is accomplished through both volunteer time and financial support.

X To unify the efforts of individuals, organizations, and institutions working in the interests of the school's academic and athletic programs

ARTICLE III - POLICIES

This Booster Club will seek neither to direct the administrative activities of Central Heights Junior-Senior High School nor to control its policies. Meetings will not be used to discuss school policy or individual student problems.

The Booster Club will clear activities through the Athletic Director, the Principal(s), and/or the Superintendent.

ARTICLE IV - MEMBERSHIP

Parents, businesses, adult members of the community, or staff of Central Heights Junior-Senior High School interested in the objectives for which the Central Heights Booster Club is organized may become active members upon the payment of dues.

Annual dues and membership levels shall be determined by the Central Heights Booster Club before the current school year begins. Membership dues will cover the period of November 1 through October 31.

ARTICLE V - MEETINGS

The Central Heights Booster Club meetings will be held the second Wednesday of each month. The Executive Board will hold meetings as needed throughout the year.

ARTICLE VI - GOVERNMENT

An Executive Board consisting of the elected officers will govern the organization in accordance with its rules and regulations. All positions may be held by one (1) or two (2) persons, as in Co-Presidents, Co-Vice Presidents, etc. If necessary, elected officers also may serve as committee chairs.

Elected Officers:

1. President
2. Vice-President
3. Secretary
4. Treasurer

ARTICLE VII - ELECTION OF OFFICERS

Individuals interested in volunteering for an office for the following year shall notify an elected officer by the April meeting. Nominees do not have to be current members of Booster Club. A ballot containing all submitted names of all positions will be presented and voted upon by registered members at the May meeting. An opportunity shall be given for write-in nominations.

The new officers shall assume their duties at the June meeting.

A vacancy occurring in any office shall be filled for the unexpired term by a majority vote of the remaining members of the Executive Board.

ARTICLE VIII - OFFICER DUTIES

1. The PRESIDENT shall, in addition to his/her general supervision:
 - a. Preside over general membership and Executive Board meetings.
 - b. Appoint special committees and chairpersons.
 - c. Be an ex-officio member of all committees.
 - d. Be authorized to sign official documents for the organization.
2. The VICE-PRESIDENT shall
 - a. Perform the duties of the President in his/her absence.
 - b. Be an ex-officio member of all committees.
 - c. Assist with special projects requested by the President.

The SECRETARY shall

- a. Record and maintain minutes of all meetings and provide a copy on the web site as well as email the members.
 - b. Conduct and maintain correspondence.
 - c. Maintain a list of the members.
4. The TREASURER shall
- a. Keep an accurate record of all monies received and expended.
 - b. Sign all checks with the approval of the President.
 - c. Prepare and present a Treasurer's report at all membership meetings. The report is to include the current balance, with all income and expenditures since the previous Treasurer's report.
 - d. The outgoing Treasurer will ensure that the new Treasurer has the necessary authority for the checking account. The new Treasurer will amend the signature card to remove all authority held by outgoing officers.

ARTICLE IX - AMENDMENTS

The bylaws may be amended at any general meeting of the Booster Club by a two-thirds vote of the members present. Such changes become immediately effective upon adoption by a two-thirds majority.