



# Mountain Pointe High School Pride Boosters Bylaws

Amended: 08/15/2007  
Supersedes: 5/11/2003

# BY-LAWS

## MOUNTAIN POINTE HIGH SCHOOL PRIDE BOOSTER BOARD

### **ARTICLE I NAME AND LOCATION**

Section 1. The official name of the organization shall be the Mountain Pointe High School Pride Boosters (herein after "the Organization").

Section 2. The official address of the Organization shall be 4201 East Knox Road, Phoenix, Arizona, 85044.

### **ARTICLE II MISSION STATEMENT AND SCOPE**

Section 1. To promote purpose, pride and performance in the total educational and co-curriculum programs of Mountain Pointe High School.

- a. To provide moral, financial, and volunteer support to interscholastic and other school sponsored activities.
- b. To enhance school spirit and integrity.
- c. To foster student-teacher-parent-administrator relationships.
- d. To recognize outstanding contributions of students, staff, faculty, and community.
- e. To foster parental and community support of and involvement in the school, with the students, the faculty, and the administration. To foster parental and community support of and involvement in all school, club and booster sponsored activities and programs.
- f. To serve as a neighborhood watchdog agency to protect school property and facilities.
- g. To promote and insure positive interdependence among the sub-boosters (i.e. golf, baseball); to establish and implement an effective communication means between the sub-boosters.

Section 2. The Mountain Pointe High School Boosters shall conduct business and activities in accordance with Section 501(c)(3) of the Internal Revenue Code of 1954 as from time to time amended.

### **ARTICLE III BOOSTER MEMBERSHIP**

Section 1. Eligibility (membership in the organization is open to):

- a. Parents of present and/or former students of Mountain Pointe High School.
- b. Faculty, staff and administration of Mountain Pointe High School.
- c. Students and alumni of Mountain Pointe High School.
- d. Other persons interested in the growth and excellence of the school.
- e. Honorary membership may be granted to such persons or firms as may be determined by the Board of Directors.

Section 2.

- a. Eligible persons who pay the annual membership fee will be known as Mountain Pointe Pride Boosters. The membership fee will be determined by the Board.

Section 3.

- a. A Mountain Pointe Pride Booster will be a "Member in Good Standing" and will be able to Vote on issues brought before the Pride Board, only if the Booster has attended one half (1/2) of the regular scheduled Pride Board Booster meetings for the current school year. All Sub Booster Groups will also adhere to these rules.

Section 4.

a. Fundraising Requests: Sub Booster Groups must be "Members in Good Standing" (see section 3) in order to submit fundraising requests to the Pride Board Membership.

#### **ARTICLE IV OFFICERS. BOARD OF DIRECTORS AND THEIR ELECTION**

Section 1. The officers of the Organization shall consist of the President, the President-Elect, the Vice President, Secretary, and the Treasurer. These officers collectively shall be known as the Executive Committee of the Board of Directors.

Section 2. The Board shall consist of the officers designated in Section 1, plus one designated representative and an alternate from all sub-booster organizations (herein the "sub-boosters"). In addition to these directors, a representative of the faculty or staff (appointed by the principal), a representative of student council, and a representative from the PCAC shall serve on the Board. The immediate past President may serve in an advisory capacity as an ex-officio member. Membership shall be effective for the current school year. (August - May)

Section 3. The representative of faculty or staff, student council and PCAC will be non-voting liaisons of the Board.

Section 4. It is intended that the President-Elect shall become the President of the Booster Board for the ensuing year.

Section 5. In April of each year, the President-Elect shall appoint a nominating committee from the retiring Board consisting of not less than three (3) members of the Board. The balance of the committee shall be selected from the membership-at-large. It shall be the duties of the nominating committee:

- a. To nominate from the newly designated Board members who desire and consent to serve as members of the Executive Committee.
- b. To present the recommended slate of candidates to the newly designated Board at the Board meeting in May.
- c. Nominations of additional consenting candidates for positions on the Executive Committee may be made from the floor by any member during the May Board meeting.

Section 6. The election of the Executive Committee shall be held at the May Membership meeting and shall be by secret ballot. The ballot shall be counted by the nominating committee. The nominee receiving the most votes for each office shall be elected.

Section 7. The newly designated Board and new Executive Committee shall assume their duties June 1 of each year.

Section 8. The President shall appoint persons to chair various committees of the Board. These will include standing, ad-hoc, and special purpose committees.

Section 9. Officers/Board of directors for Sub Booster Organizations can hold their elections at their own discretion; however, the Pride Board Representatives term from those Sub Booster Groups will run consecutive with the actual school year.

#### **ARTICLE V MEETINGS**

Section 1. Membership Meetings

- a. Regular meetings of the membership shall be held at least monthly. Date, time, and location to be decided upon by the Board.
- b. A majority of members of the Board present shall constitute a quorum for the transaction of business.
- c. All booster members are invited to attend Membership meetings. Only member of the Board are allowed to vote at Membership meetings.
- d. Special meetings may be called by the President or by any three members of the Executive Committee of the Board. However, no Board meeting may be held unless all Board members have been notified.

## **ARTICLE VI FILLING VACANCIES**

Section 1. In the event of a temporary absence of the President, the President-Elect shall chair the Board for the period of absence.

Section 2. In the event of a permanent absence of the President the President-Elect shall ascend to the Presidency.

Section 3. In the event of a permanent absence of other officers, the President shall call for nominations from the Board and the nominee receiving a plurality of the votes cast shall be considered elected.

## **ARTICLE VII OFFICERS**

### Section 1. President

The President, who shall be the Chief Executive of the Organization, shall preside at all meetings of the Board and of the membership. He/she shall perform such other executive duties as assigned to him/her by the Board. The President shall sign contracts properly entered into by the Organization. The President shall be a signatory on the bank account and co-sign all checks for non-budgeted or non-approved expenditures.

### Section 2. President-Elect

The President-Elect shall act for the President during his/her absence or disability and shall perform such other duties and exercise such powers and the President or the Board may assign to him/her.

### Section 3. Vice-president

The Vice-President shall act for the President in the absence of the President and of the President-Elect. He/she shall perform such other duties and exercise such powers as the President or the Board may assign to him/her. The Vice-President shall be a signatory on the bank account and co-sign all checks for non-budgeted or non-approved expenditures in the absence of the President or at his/her direction.

### Section 4. Secretary

The Secretary shall keep minutes of meetings of both the Membership and of the Board. He/she shall give notice of regular and special meetings; maintain names and addresses of officers and directors. He/she shall, in addition, perform such other duties and exercise such powers as the President or Board shall properly assign to him/her.

### Section 5. Treasurer

The Treasurer shall have custody of and be responsible for all funds, securities, and financial obligations of the Organization. He/she shall receive and deposit all funds of the Organization and report of funds on hand and of receipts and expenditures at each regular membership meeting and at monthly Board meetings of the Organization. He/she shall perform such other duties and exercise such powers as the President or the Board may assign to him/her. He/she shall be a signatory on the bank account.

### Section 6, Grad Nite Treasurer

The Grad Nite Treasurer shall have custody of and be responsible for all funds, securities, and financial obligation of Grad Nite. He/she shall receive and deposit all funds of Grad Nite and report of funds on hand and of receipts and expenditures at each regular membership meeting and at monthly Board meetings of the Organization. He/she shall perform such other duties and exercise such powers as the President or the Board may assign to him/her. He/she shall keep an accurate recording of funds available to each graduating class to be used for Grad Nite. He/she shall be a signatory on the Grad Nite bank account.

## **ARTICLE VIM TERM OF OFFICE**

Section 1. The term of office for each member of the Board shall be for one year, but not limited to one year if re-elected. The President-Elect shall serve for two consecutive years.

## **ARTICLE IX STANDING COMMITTEES**

Section 1. The regular Standing Committees of the Organization shall be Membership, Finance, Publicity, and Senior Grad Night.

- a. Membership Committee shall be responsible for promoting membership in the Organization to the fullest practical extent.
- b. Finance Committee shall prepare a budget for the Organization prior to its first Membership meeting. The Treasurer shall serve as Chairman of the Committee.
- c. Publicity Committee shall plan and arrange for regular and special publicity of the activities and events of the Organization and shall promote communication between parents, students, faculty, administration, and community.
- d. Senior Grad Night Committee shall plan, coordinate, organize, and implement this activity.
- e. The Board of Directors shall have the authority to establish any ad hoc or special interest committees as needed.

## **ARTICLE X POWERS AND AUTHORITY OF THE BOARD OF DIRECTORS**

Section 1. All powers and authority not specifically assigned to the officers of the Organization shall reside in the Board and may be exercised by such Board through a majority vote of its members present at any Membership meeting or special meeting of the Board. Specific powers and authority are outlined as follows:

- a. To raise and expend funds.
- b. To approve and manage fund raising activities of sub-boosters.
- c. To approve and administer Board expenditures.
- d. To arbitrate disputes presented to the Board by the sub-boosters.

Section 2. A majority of the Board present shall constitute a quorum for the transaction of business, and a majority vote by the Board constituting a quorum shall be a legal and binding vote.

## **ARTICLE XI CONTROL OF RECORDS**

Section 1. All records other than financial and membership in nature shall be managed by the secretary.

Section 2. All financial records shall be in the control of the treasurer.

Section 3. All membership records shall be in control of the membership chairperson.

## **ARTICLE XII CONTROL OF FINANCES**

Section 1. All checks written on the Mountain Pointe High School Pride Boosters account shall be signed by the Treasurer and/or the President and/or the Vice President. Two signatures will be required.

Section 2. A two-thirds majority vote of the Board in attendance shall be required to approve the expenditures of booster monies.

Section 3. Requests to the Board for expenditures of funds must be consistent with the purpose and scope of the Organization. All requests must be made in person at a monthly meeting of the membership along with a completed request form.

Section 4. Items to be purchased must be ordered within ninety (90) days of the approval date or the request will be void and the allocated funds will revert back to the general account as unencumbered funds. Exception to this rule may be by a two-thirds vote of the Board members in attendance.

Section 5. Usual and customary administrative expenses need not be approved by the Board. However, the Treasurer shall be provided proper receipts prior to the reimbursement of such expenses.

Section 6. At the April Board Meeting, the President, with the approval of the Board, shall appoint an audit committee.

- a. The audit committee shall review and maintain the books and records for the purpose of an audit and shall report on the condition of the financial records and present a financial statement at the June meeting of the Board.

Section 7. Upon dissolution of the Organization and after paying or adequately providing for debts and obligations of the Organization, the remaining assets shall be distributed to Mountain Pointe High School, or in the event the school has been closed, distributed to the school district.

## **ARTICLE XIII PARLIAMENTARY AUTHORITY**

Section 1. Robert's Rules of Order Newly Revised shall govern the Organization in all cases in which they are applicable in which they are not in conflict with these Bylaws.

Section 2. Sub Booster Groups are to adhere to the Pride Board Bylaws, and will not conflict or supercede these Bylaws when adopting or amending their own Sub Booster Bylaws.

## **ARTICLE XIV AMENDMENTS**

Section 1. Any and all proposed amendments to the bylaws of the Organization may be presented at any regular meeting of the Board and voted upon. If an amendment is presented at the

last meeting of the school year, a special meeting will be scheduled to vote on the proposed amendment. The bylaws may be amended or repealed by a majority vote of a quorum of the Board present at the meeting.

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