

Proposed
Constitution
10/03/2006

CONSTITUTION
EFFECTIVE

HOLY CHILDHOOD ORGANIZATION OF
PARENTS AND EDUCATORS
(FORMERLY KNOWN AS HOLY CHILDHOOD MOTHERS' CLUB)

ARTICLE I
NAME

This organization shall be known as the Holy Childhood Organization of Parents and Educators.

ARTICLE II
PURPOSES

The purposes of this organization shall be:

1. To promote the spiritual enrichment of its members and their families.
2. To foster a closer union between the home and the school.
3. To promote the physical welfare of the children in our school.
4. To support and give the necessary material aid for the maintenance and improvement of the school so that it may better carry out the purpose of educating our children.

ARTICLE III
MEMBERS

All parents who have children registered in Holy Childhood School, as well as teachers and staff of Holy Childhood School are automatically members of the organization, and shall be considered **Voting Members** of the organization. Any individual who has an interest in Holy Childhood School, whether or not they have children in Holy Childhood School, may request to be a **Non-voting Member**. All Lifetime Members and previous members of Holy Childhood Mothers' Club and the Holy Childhood Organization of Parents and Educators shall be considered Non-voting Members of the organization.

ARTICLE IV
OFFICERS

Section 1. Elected. The President, First Vice-President, Second Vice-President, Secretary, and Treasurer shall be the elected officers of the organization.

Section 2. Ex-Officio. The Reverend Pastor and/or the Principal shall be the advisor(s) of the organization.

Section 3. Appointive. The Chairperson(s) of the Special Committees shall be the appointed chairpersons of the organization.

ARTICLE V
SPECIAL COMMITTEES

Section 1. The organization shall establish such Special Committees as its welfare and progress demand . The Special Committees shall be:

- A. Membership;
- B. Public Relations;
- C. Fundraising;
- D. Refreshment;
- E. Social and Program;
- F. Room Parents;
- G. Nominating;
- H. Auditors;
- I. First Reconciliation Reception;
- J. Confirmation Reception; and
- K. Others as deemed necessary.

ARTICLE IV
EXECUTIVE BOARD

The Ex-Officio and Elected Officers shall constitute the Executive Board.

ARTICLE V
GOVERNMENT

The Government of the organization shall be vested in the Executive Board, but all of its actions shall be subject to the approval of the membership, the Reverend Pastor and the School Principal.

ARTICLE VI
ELECTIONS AND APPOINTMENTS

Section 1. Elections.

- A. The President, First Vice-President, Second Vice-President, Secretary, and Treasurer shall be elected annually by ballot at the regular meeting in the month of April.
- B. If all offices are running unopposed, the slate of officers shall be approved with one ballot cast for all.
- C. The First Vice-President shall be the first person considered for the office of President by the Nominating Committee, if there is an opening.
- D. A majority of ballots cast shall decide an election. Voting will be by ballot if two (2) or more are nominated for the same office.
- E. The tenure of Office shall be one (1) year. Any officer may be elected for a second successive term in the same office. No officer shall be elected for more than two (2) successive terms in the same office.
- F. The officers-elect shall be installed at the closing of the regular May meeting and shall assume their duties at the completion of the installation.
- G. Candidates for office shall be selected by the Nominating Committee. Additional nominations may be made from the floor. In no event shall more than one parent/step-parent/legal guardian for a school child serve on the Executive Board at the same time.
- H. The Nominating Committee shall be appointed at the regular meeting in the month of February. The Reverend Pastor and/or School Principal shall be an ex-officio member of this committee. The Nominating Committee shall be three (3) members appointed by the President.
- I. The candidates for office shall be announced at the March meeting.
- J. Only bona fide Voting Members of the organization shall be permitted to vote.

Section 2. Appointments.

- A. The Chairpersons of the Special Committees shall be appointed by the President.
- B. Special chairpersons or delegates may be appointed by the President with the approval of the Executive Board and shall serve for one (1) year. They may be reappointed.

ARTICLE IX
MEETINGS

Section 1. The regular meetings of this organization shall be held on the first Tuesday of each month from September to May inclusive, unless advised otherwise by the Reverend Pastor and/or Principal. The time of the meetings for each school year shall be decided upon at the September meeting each year. In order to transact business, a quorum of fifteen (15) members must be present.

Section 2. The Executive Board shall meet every two months, if necessary, in addition to the regular monthly meeting. In order to transact business, a quorum of three (3) members must be present.

Section 3. Special meetings of the organization and the Executive Board shall be held upon call by the President.

ARTICLE X
DUES

There will be no dues required for membership in the organization.

ARTICLE XI
AMENDMENTS

No amendment shall be made to this Constitution except at a regular meeting of the organization by a two-thirds vote of the members present and voting. No amendment shall be made unless a formal notice of the proposed amendment has been given in writing at the previous regular meeting of the organization.