

FIRST AMENDMENT  
TO  
CAURUS ACADEMY PARENT TEACHER ORGANIZATION  
BYLAWS

**WHEREAS**, on December 15, 2014, the membership of the Caurus Academy Parent Teacher Organization did approve the proposed Caurus Academy Parent Teacher Organization Bylaws (hereinafter, "Bylaws");

**WHEREAS**, on December 15, 2014, the executive officers (President, Vice President, Secretary, and Treasurer) of the Caurus Academy Parent Teacher Organization did execute the Bylaws by affixing their signatures thereto;

**WHEREAS**, Article VIII of the Bylaws reserved to the membership and Officers the power to amend said Bylaws;

**WHEREAS**, the membership and Officers now desire to amend the Bylaws in the manner hereinafter set forth; and

**WHEREAS**, the membership and Officers complied with the requirements of Article VIII of the Bylaws in approving these amendments to the Bylaws;

**NOW, THEREFORE, IN CONSIDERATION OF THESE PREMISES AND OTHERS, THE BYLAWS ARE AMENDED AS FOLLOWS:**

1. That Article I, Section 4 of said Bylaws shall be, and the same is hereby canceled, annulled and rescinded and in lieu thereof the following shall be, and the same is hereby substituted:

Section 4. Dissolution. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code of 1954 or corresponding section of any future federal tax code (for example, Caurus Academy), or shall be distributed to the federal government or to a state or local government for a public purpose. Any such assets not so disposed of by the Superior Court of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

2. That Article III, Section 1 of said Bylaws shall be, and the same is hereby canceled, annulled and rescinded and in lieu thereof the following shall be, and the same is hereby substituted:

Section 1. Membership. Any parent, guardian, or close relative of a student enrolled in Caurus Academy or current teacher, staff, or administrator of Caurus Academy may become a member of the organization.

3. That Article IV, Section 1 of said Bylaws shall be, and the same is hereby canceled, annulled and rescinded and in lieu thereof the following shall be, and the same is hereby substituted:

Section 1. Number and Qualifications. The property, business, and affairs of the organization shall be managed by its Officers, being at least eight in number. One of the Officers shall be a teacher or administrator at Caurus Academy. The other Officers shall be parents, guardians, or close relatives of students enrolled in Caurus Academy. The principal of Caurus Academy shall be an ex-officio Officer. No person shall hold more than one office at one time.

4. That the following Article IV, Section 1.A. is hereby inserted:

Section 1.A. Term Limits. No person shall be eligible to serve the same office for more than two consecutive terms. In the event there is no candidate for an office, this section shall not apply for that election or appointment term.

5. That Article IV, Section 2 of said Bylaws shall be, and the same is hereby canceled, annulled and rescinded and in lieu thereof the following shall be, and the same is hereby substituted:

Section 2. Election. Officers shall be elected at each April meeting of the members by a majority vote of those present at the meeting. Officers elected at the April meeting shall take office following the May meeting of the members, and the term shall continue until the May meeting of the members of the following year, or until his or her successor shall have been elected and qualified if no successor is in place by the May meeting of the members, or until he or she is removed or resigns pursuant to the provisions herein.

6. That Article IV, Section 3 of said Bylaws shall be, and the same is hereby canceled, annulled and rescinded and in lieu thereof the following shall be, and the same is hereby substituted:

Section 3. Meetings. An annual meeting of the Officers shall be held within 45 days of the May meeting of the members. This meeting is intended for newly-elected Officers, and should be scheduled as such (for example, at the beginning of a new term to include new officers rather than at the end of an expiring term to include those leaving office). A majority of the Officers shall select the time and place for the holding of regular officer meetings.

a. Special meetings of the Officers may be called by or at the request of the President or any three Officers by giving notice of the date, time, place, and purpose of the meeting to all Officers, at least two days in advance of such meeting.

7. That Article IV, Section 6 of said Bylaws shall be, and the same is hereby canceled, annulled and rescinded and in lieu thereof the following shall be, and the same is hereby substituted:

Section 6. Officers. The Officers of the organization shall be President, Vice President, Secretary, Treasurer, Fundraising Chair, Volunteer Chair, Teacher Appreciation Chair, Public Relations, and Teacher Liaison. Except for the offices of President and Vice President, two persons may be elected to one office, should the officers and membership deem such structure desirable.

8. That Article IV, Section 7 of said Bylaws shall be, and the same is hereby canceled, annulled and rescinded and in lieu thereof the following shall be, and the same is hereby substituted:

Section 7. Duties. Specific duties for each term of office will be designated by the officers at each annual meeting. Generally, the duties for each office are as follows:

a. President. The President shall be the principal executive officer of the organization and shall, in general, supervise and control all the business and affairs of the organization. He or she shall preside at all meetings of the Officers. He or she may sign with the Secretary, or any other proper Officer of the organization authorized by the Officers, any contracts or other instruments which the Officers have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Officers or by these Bylaws, and in general he or she shall perform all duties incident to the office of President and such other duties as may be prescribed by the Officers, from time to time.

b. Vice President. In the absence of the President or in the event of his or her inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as from time to time may be assigned to him or her by the President or the Officers.

c. Secretary. The Secretary shall keep the minutes of the meetings of the members and of the Officers in one or more books provided for that purpose;

see that all notices are duly given in accordance with the provisions of the Bylaws or as required by law; keep a register of the post office address of each Officer and contributor which shall be furnished to the Secretary by such Officer and contributor; shall serve as Clerk of the organization; and in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President and Officers

d. Treasurer. The treasurer shall have charge and custody of and be responsible for all funds and securities of the organization; receive and give receipts for moneys due and payable to the organization from any source whatsoever, and deposit all such moneys in the name of the organization in such banks, trust companies, or other depositories as shall be selected in accordance with these Bylaws; and in general perform all the duties incident to the office of Treasurer and such others as from time to time may be assigned to him or her by the President or Officers. The fiscal year shall run from August through July. The Treasurer shall be responsible for filing all tax documents for the year in which he or she holds office, even if the discharge of this responsibility must take place after the term of office has concluded.

d. Fundraising Chair. The Fundraising Chair shall be responsible for initiation of varied events for the purpose of raising funds on behalf of the organization; may appoint subcommittees for the execution of such events; shall provide the Treasurer of the organization with bills and invoices payable by the organization and all monies received as a result of such events.

e. Volunteer Chair. The Volunteer Chair shall be responsible for organizing volunteers for PTO activities. The Volunteer Chair may appoint subcommittees as needed.

f. Teacher Appreciation Chair. The Teacher Appreciation Chair shall be responsible for coordinating Teacher Appreciation events at Caurus Academy. The Teacher Appreciation Chair shall appoint subcommittees as needed.

g. Public Relations. The Public Relations Officer shall be responsible for publicity of all fund raising events, providing appropriate notices of meetings of the organization and disseminating articles of interest to the community. He or she may request additional support from the members or the organization from time to time.

h. Teacher Liaison. The Teacher Liaison shall be a representative of the staff of Caurus Academy and shall advise the organization of any recommendation made by the staff.

9. That the following Article IV, Section 10 is hereby inserted:

Section 10. Bond Requirement. Prior to financial access changing hands, the Officers shall obtain an Organizational Bond for the faithful discharge of duties of those named on financial accounts or those acting in a fiduciary capacity for the organization. The Organizational Bond shall be in such sum and with such surety or sureties as the Officers designate at the annual meeting.

The adoption of these amendments has been approved by the Officers and the general membership.

In witness whereof, we have hereunto subscribed our names on the dates indicated below.

\_\_\_\_\_  
Alison Ryan, President

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Date

\_\_\_\_\_  
Nancy Schmidt, Vice President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sondra Wendt, Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Wil Wendt, Secretary

\_\_\_\_\_  
Date