

CONSTITUTION  
EFFECTIVE AUGUST, 2010

HOLY CHILDHOOD ORGANIZATION OF PARENTS AND EDUCATORS

ARTICLE I  
NAME

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

ARTICLE II  
PURPOSES

The purpose 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, all 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 appointed chairpersons of the organization.

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ARTICLE V  
SPECIAL COMMITTEES

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

- A. Public Relation Committee;
- B. Fundraising Committee;
- C. Refreshment Committee;
- D. Social and Program Committee;
- E. Room Parents' Committee;
- F. Nominating;
- G. Auditors;
- H. Confirmation Committee;
- I. Others as deemed necessary.

ARTICLE VI  
EXECUTIVE BOARD

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

ARTICLE VII  
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 VIII  
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 done by ballot if two or more are nominated for the same office.
- E. The tenure of office shall be one year. Any officer may be elected for a second successive term in the same office. No officer shall be elected for more than two successive terms in the same office.

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- F. The officers-elect shall be installed at the closing of the regular May meeting and shall assume their duties at the completion of their 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 one time.
- H. The Nominating Committee shall be appointed at the regular meeting in the month of February. The Reverend Pastor can be an ex-officio member of this committee. The Nominating Committee shall be three members appointed by the President.
- I. The candidates for office shall be announced at the March meeting.
- J. Only bona fide 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 with the exception of the Fundraising Committee.
- B. Special chairpersons or delegates may be appointed by the President with the approval of the Executive Board and shall serve for one 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 the September meeting each year. In order to transact business, a quorum of seven 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 conduct business, a quorum of three members must be present.

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

ARTICLES X  
DUES

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

ARTICLE XI  
AUDITS

A yearly audit must be performed.

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ARTICLE XII  
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.