

March 15, 2004
Revised March 19, 2013

**By-Laws
Of
Emory LaVista Parent Council**

**Article One
Purpose**

The Council is formed for the purpose of strengthening the Emory LaVista community by providing a forum for communication and ~~promoting educational opportunities for children and our community~~ *ing parents, administrators, opportunities for children and our community about educational issues.* ~~and for other charitable purposes as the Council shall determine.~~ *Emory LaVista Parent Council's focus is promoting a strong school system and positive education outcomes for students.*

**Article Two
Representatives to the Council**

2.0 Definition. ~~Each member school of the Council shall be represented in the Council by a delegation of three (3) Representatives. Schools shall maintain a provisional membership status with one Representative until they receive full membership by a vote of the Council.~~ *The Council shall consist of any parent who has a child who attends a school in the Lakeside or Druid Hills feeder pattern. We encourage parents and administrators from every public school in the footprint of the feeder pattern to attend.* This body of individuals shall be known as the Emory LaVista Parent Council.

2.1 Composition. As of date of organization of the Emory LaVista Parent Council the following schools will be considered member schools when in compliance with these By-Laws: Druid Hills High School and feeder schools including ~~Shamrock Middle School~~ *Druid Hills Middle School, Avondale Elementary School*, Briar Vista Elementary School, ~~Sagamore Elementary School~~, Laurel Ridge Elementary School, McLendon Elementary School, ~~Medlock Elementary School~~, Fernbank Elementary School and Lakeside High School and feeder schools including Henderson Middle School, Briarlake Elementary School, Oak Grove Elementary School, Henderson Mill Elementary School, Pleasantdale Elementary School, Evansdale Elementary School, *Sagamore Hills Elementary School* and Hawthorne Elementary School, *and any other public schools that are located in the footprint of Druid Hills High School or Lakeside High School including but not limited to the International Community School, Coralwood, the Museum School and the GLOBE Academy.*

2.2 Selection and Appointment. Each member school of the Council shall have responsibility for appointing its own delegation and shall determine the method by which qualified persons are selected to serve as Representatives: ~~provided however, that the delegation from each member school shall consist of at least one (1) PTA/PTSA President, Co-President or designee and two (2) PTA/PTSA members, the appointment thereof to be made by the member school to the Council no later than May 1 of each year.~~ The Council Representatives shall serve as liaison between the Council and the member school PTA Board. ~~An individual shall be the official Representative of only one member school.~~

~~2.3 Term of Office. The term of office is one (1) year. Representatives may serve successive terms.~~

~~2.4 Resignation and Vacancy. In the event of a vacancy in the office of Representative, the respective school shall appoint a replacement to serve the unexpired term of such representative.~~

2.53 Meetings

a. Meetings of the ~~Board of Representatives~~ *Council* shall be held on the third Wednesday of at least every school calendar quarter *five (5) times during the school year.*

b. Special meetings of the Council may be called by the President at any time.

c. ~~Annual or Special meetings of the Council shall be held at such place or time as the President shall specify in the notice thereof, which notice shall be given in writing to each Representative of the member schools not less than five (5) days before the date of the meeting.~~

dc. One (1) Representative from each two-thirds (2/3) of the sixteen (16) member schools shall constitute a quorum for the transaction of business and no resolution shall be adopted and no business shall be transacted without the favorable vote of a simple majority of the Representatives-Council members present at the meeting.

ed. Each representative Council member shall have one vote. Each school shall exercise no more than three (3) votes in the transaction of official business.

fe. In lieu of meeting, special business that has been previously discussed can be approved by telephone or e-mail by simple majority vote of the member schools. The vote will be ratified at the next meeting. All member schools shall be contacted with Council business is conducted by telephone or e-mail.

f. Meetings shall be held in member schools, on a rotation basis, taking into consideration the facilities available at each school in conjunction with the needs for that specific meeting.

Article Three Officers

3.1 General. The officers of the Council shall consist of a President/Co-Presidents, a *two (2) Vice Presidents*, a Recording Secretary, *and* a Corresponding Secretary, ~~a Treasurer, and a Community Relations officer.~~ These officers shall be elected by the simple majority vote of the *Representatives council members* present at the April meeting. The officers shall serve for a term of one (1) year. There shall be a minimum of three (3) schools represented by the officers then serving. ~~The Vice President must represent a different member school from that of the President.~~ *The co-Presidents, or the President and one (1) of the Vice Presidents, in the case of only one President, must represent different member schools, one of which must be in the Druid Hills cluster and the other one in the Lakeside Cluster. An attempt should be made to have an equal number of officers from each cluster and wide representation from the various feeder schools.*

3.2 Vacancy. In the event of a vacancy in the office of President, the Vice President shall accede to the office of President for the remainder of the term.

3.3 President/Co-Presidents. The President/Co-Presidents shall be the chief executive officer(s) of the Council, shall have administrative authority over all of the activities of the Council, and shall have general and active management of the operation of the Council. The President/Co-Presidents shall be responsible for the general supervision of the policies of the Council. The President/Co-Presidents shall preside at all meetings, shall set the agenda for each meeting, shall appoint committee chairmen of

special committees and assign duties as necessary, and shall serve as liaison between the Council and the administrators of the member schools and other organizations when necessary.

3.4 Vice-Presidents. The Vice Presidents shall perform all duties of the President/Co-Presidents in his or her absence. *The Vice Presidents will serve as a Community Relations Officers who shall be responsible for promoting and publicizing Council activities and issues. Activities may include research and documentation of issues related to meeting topics and issues on a local, county and state level. The Vice Presidents will have oversight of the council's website.* The Vice Presidents shall also perform such other duties as may be delegated from time to time by the Council including the coordination of any programs.

3.5 Recording Secretary. The Recording Secretary shall act as Parliamentarian and keep minutes of all meetings of the Council. The Recording Secretary shall perform such other duties and have such other powers as may from time to time be delegated by the Council.

3.6. Corresponding Secretary. The Corresponding Secretary shall be responsible for notifying persons of Council meetings, shall handle regular correspondence on behalf of the Council, and shall perform such other duties and have such other powers as may from time to time be delegated by the Council.

~~3.7 Treasurer. The Treasurer shall be charged with the management of the finance of the Council and shall compile and present to the Council such information concerning the financial status of the Council.~~

~~3.8 Community Relations Officer. The Community Relations Officer shall be responsible for promoting and publicizing Council activities and issues. Activities may include research and documentation of issues related to meeting topics and issues on a local, county and state level.~~

Article Four Committees

4.1 Nominating Committee. The President shall appoint a nominating committee of three (3) in February which shall present a slate of officers at the April meeting. The committee shall nominate a person for the office of President who has served as a Council Representative or officer for one full year of the three years preceding their term of office. Members of the Nominating Committee are eligible to be nominated for an office of the Council.

4.2 Special Committees. Special committees may be formed at the discretion of the President with the approval of the Council.

Article Five Finances

~~5.0 Dues/reserved.~~

5.10 Fiscal Year. The fiscal year of the Council shall begin June 1 and end May 31.

~~5.2 Use of Funds. The council may make a donation to a program or request that would benefit all member schools equally.~~

5.31 Expenses. The Council may collect funds to cover the expenses of Council sponsored programs or events.

5.42 Fundraising. The Council considers fundraising to be a function of individual PTA/PTSAs.

Article Six Parliamentary Authority

Robert's Rule of Order, Newly Revised shall be the parliamentary authority for all matters of procedure not specifically covered by these By-Laws.

Article Seven Amendments

These By-Laws may be amended by the vote of the Council quorum.