

BY-LAWS OF MAPSS *(Revised October 2014)*

Article I: Name

The name of this organization shall be “Middle School Association for Parents, Students, Staff.”

Article II: Purpose

The purpose of MAPSS is to encourage families, school staff and community to become involved in the mission of our school. This will be achieved through:

- 1) Promoting effective communication between home and school, and within the community regarding:
 - Day to day school activities
 - Special events (including award ceremonies)
 - Major school related issues facing the community
 - School policies and procedures
- 2) Identifying and addressing classroom needs by creating additional resources for the classroom in the form of time, materials, expertise and talents.
- 3) Promoting events to enhance the quality of our school by planning and carrying out school related events, and to assist existing groups.

Article III: Membership

Section 1: The membership of MAPSS includes all residents, faculty and staff of the Freedom Area School District (elected offices must be Middle School parents, all other residents, faculty and staff are welcome at meetings/events).

Article IV: Basic Policies

Section 1: MAPSS shall be noncommercial, nonsectarian and nonpartisan.

Section 2: The name MAPSS or the names of any members in their official capacities, shall not be used in any connection with a commercial concern or any partisan interest or for any purpose not appropriately related to promotion of the purpose of MAPSS.

Section 3: MAPSS shall not directly or indirectly participate or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.

Section 4: MAPSS shall cooperate with the school to support the improvement of education in ways that will not interfere with administration of the schools and shall not seek to control their policies.

Section 5: MAPSS may cooperate with other organizations and agencies concerned with child welfare, but no member of MAPSS shall make commitments that bind MAPSS.

Section 6: MAPSS may bring issues of parental concern about school policies, education or related issues to the attention of the Principal at monthly meetings.

Article V: Organizational Structure

Section 1: Organization of MAPSS shall be comprised of President, Vice President, Treasurer and Secretary. Other members hereinafter referred to as the Representatives will be on several committees corresponding with the yearly activities MAPSS is involved in. All members will be expected to help out on any committee as necessary.

Section 2: The offices of President, Vice President, Treasurer and Secretary shall be put to a vote at the April monthly meeting (Parliamentary procedure must be used in the voting process). Persons may serve in these positions for consecutive years as long as they have a child enrolled at Freedom Middle School.

Section 3: All activity committees will be comprised of members through volunteer basis.

Section 4: The Principal of Freedom Middle School shall serve as a liaison between the school and MAPSS. The Principal shall keep MAPSS informed as to such issues as: school budgets, policies, and activities as they relate to MAPSS concerns and expenditures.

Section 5: A request will be made in the fall by the Middle School principal for two parent grade level representatives and two student representatives in grades five, six, and seven. A request by the Principal will also be made for Middle School staff representation. The Middle School Principal will schedule an organizational meeting in September to outline MAPSS goals and By-Laws.

Article VI: Duties of all MAPSS Representatives

Section 1: The President shall preside over all meetings and may call a special meeting as deemed necessary. The President shall serve as a contact person for administration. The President shall review the agenda with the Principal prior to each meeting. The President shall set up a calendar of monthly meetings, as well as inform all parents of the happenings at the latest meeting.

Section 2: The Vice President shall preside over any meetings the President is unable to attend as well as assist the President in completion of assigned duties listed above.

Section 3: The Secretary should record accurate meeting minutes and submit such minutes to the Middle School Principal and all members of MAPSS within (7) days following the monthly meeting. The Secretary should also submit a monthly agenda to the Middle School Principal for final approval a minimum of (7) days prior to the next monthly meeting. The Secretary shall also issue an agenda to all Representatives and anyone else requesting an agenda. A meeting agenda and meeting minutes will be posted in the FMS staff lounge.

Section 4: The Treasurer shall keep an accurate written record of all financial transactions and share a full report at each scheduled meeting. The treasurer's report will be a regular agenda item on each monthly meeting agenda. The treasurer's report shall include income, expenditures and a current balance.

Section 5: The Representatives shall be responsible for completely planning, scheduling, and carrying out activities they have volunteered to be in charge of. They shall:

- Report at the monthly meetings
- Turn all communication regarding funding and expenditures in to the Treasurer.
- Turn over all funds raised through MAPSS to the Treasurer.
- Suggest new MAPSS initiatives or changes to current programs for the coming year.

Article VII: Parent School Representative

Section 1: The Parent School Representative will be appointed by the President of

interest MAPSS. Those interested in this position should write a letter of

interest to the acting President one week prior to the September meeting.

Section 2: The Parent School Representative will meet with student representatives at

These FMS during a time that does not conflict with scheduled classes.

often if meetings should occur a minimum of one time per month and more needed.

Section 3: The Parent School Representative will keep students informed of MAPSS

sponsored events and assist them with planning assigned duties and responsibilities.

Article VIII: Meetings

Section 1: The Representatives shall meet each month during the school term, by a schedule set by the President. Additional meetings may be scheduled as needed.

Section 2: All interested persons may attend the scheduled meetings.

Section 3: Each meeting shall consist of the following:

- Call meeting to order
- Approve last month's meeting minutes
- Treasurer's Report
- Report of last month's programs
- Upcoming programs
- New Business – discussion period (limit of 10 minutes per subject)

Article VIII: Amendments

Section 1: The By-Laws may be amended, repealed or approved in whole or in part by a majority vote.

Article IX: Termination

Section 1: Upon the dissolution of MAPSS, the President and Treasurer shall, after paying or making provision for the liabilities of MAPSS, dispose of all of the assets exclusively for the purposes defined by MAPSS within the Freedom Area School District. Disposition of all funds shall be by vote of the Representatives of MAPSS.