

BYLAWS OF
SANTA MONICA HIGH SCHOOL LATINO PADRES, ESTUDIANTES, Y
MAESTROS ASOCIACIÓN
(SAMOHI Latino PEMA)

ARTICLE I

NAME

The name of this association is Santa Monica High School Latino Padres, Estudiantes, y Maestros Asociación (hereafter SAMOHI Latino PEMA).

ARTICLE II

OFFICES

SECTION 1. PRINCIPAL EXECUTIVE OFFICE

The principal executive office for the transaction of the business of SAMOHI Latino PEMA shall be as selected by the Board of Directors. The Directors may change the principal executive office from one location to another.

ARTICLE III PURPOSE AND

OBJECTIVES

The purpose of the association is to enable Latino parents to engage in the education of their children and to engage in school governance. The goal is to assist SAMOHI administration, if appropriate, improve the academic achievement of Latino students by:

- a) Providing information to Latino students, parents and families;
- b) Advocating for Latino students, parents, and families;
- c) Empowering Latino students to advocate for themselves;
- d) Empowering Latino parents and families to advocate for their children and other Latino students and parents;
- e) Collaborating with groups and organizations whose values are the betterment of the education of Latino students;
- f) Facilitating students, parents, families, and the community to have access to all resources available at SAMOHI, at the district, and in the community;
- g) Partnering and collaborating with parents, teachers, students, families, community, schools, other parent groups, district, and clergy.

ARTICLE IV NONPARTISAN

ACTIVITIES

The association shall not participate or intervene in any political campaign on behalf of any candidate for public office or for or against any cause or measure being submitted to the people for a vote.

ARTICLE V

MEMBERSHIP

SECTION 1. MEMBERS

The members of the association shall consist of Latino SAMOHI parents, students, and teachers; additional members may include brothers, sisters, grandparents, aunts, uncles, and legal guardians who are actively and directly involved with the academic achievement of SAMOHI Latino students.

SECTION 2. RIGHTS OF MEMBERS

Members have the right: to attend any and all meetings called by the Board of Directors; to review the books, records, and papers of this association, upon reasonable notice and at reasonable hours, except to the extent such could be related to any legal proceedings to which the association is a party and confidentiality is required by the association; and any other right conferred by the association's Bylaws.

ARTICLE VI BOARD OF

DIRECTORS SECTION 1.

NUMBER

The number of directors constituting the Board of Directors shall be a minimum of three (3) and a maximum of nine (9) until changed by the amendments of these Bylaws.

SECTION 2. COMPOSITION

The organization shall have a Board of Directors, who shall be known as SAMOHI Latino PEMA Board of Directors. The Board of Directors shall be composed of elected members. Additionally, the Board of Directors shall include Honorary Board Members nominated and voted in by the Board of Directors. The criterion to become an honorary board member of the Board of Directors is to have performed beyond an extraordinary action for the foundation, growth, and expansion of SAMOHI Latino PEMA. Furthermore, the Board of Directors shall include a student representative who would be recognized as a full board member at all Latino PEMA board meetings except in closed session/s; and

annually, the Student Board Member shall be elected by Latinos Unidos SAMOHI Student Club.

SECTION 3. POWERS

Subject to any limitations of California law, or these Bylaws; all corporate powers shall be exercised by, or shall be under the direction of the Board of Directors. And the business affairs of the association shall be controlled by the Board of Directors, as they deem best. Without prejudice to such general powers, but subject to same ethical or moral limitations, it is expressly declared that the Board of Directors shall have all the powers of the association. And the business of the association shall be exercised by and under the direction of the Board of Directors.

The Board of Directors shall manage in such manner as they deem best, all funds and property, real or personal, received or acquired by the association, and distribute, loan or dispense the same or the income and profits there from.

SECTION 4. TERM OF OFFICE

A Director shall hold office for a term of one (1) year and shall remain in office until a successor Director has been elected, or until the existing Director has been elected for another one (1) year term. The term of a Director's office shall not be changed, except upon the vote of at least sixty-six and two-thirds percent (66 2/3%) of the Board of Directors.

SECTION 5. NOMINATION

Any SAMOHI parent/guardian or SAMOHI student's brothers, sisters, grandparents, aunts, and uncles who are actively and directly involved with the academic achievement of SAMOHI Latino students may be nominated by the method of nomination authorized by the Board of Directors or by any other method authorized by law.

SECTION 6. ELECTION

Upon the expiration of a Director's one (1) year term of office, a successor Director shall be elected at the next regular meeting of the Board of Directors. Any Director shall be eligible for reelection without limitation on the number of terms he or she may serve.

SECTION 7. COMPENSATION

A Director shall serve without compensation in the capacity as a Director.

SECTION 8. VACANCIES IN THE BOARD OF DIRECTORS

A vacancy or vacancies in the Board of Directors shall be deemed to exist on the occurrence of the death or resignation of a Director or upon an increase in the number of Directors.

A director's resignation may be effective on the date of the written notice to the President or the Secretary of the association, unless the notice specifies a later time for the effectiveness of such resignation. Any vacancies in the Board of Directors shall be filled by the nomination and decision of the remaining Directors; if the resignation is effective at a future time, a successor shall be elected by the Board of Directors to take office when the resignation becomes effective.

In the event the death or resignation of a Director leaves the association without any duly elected Directors in charge of its affairs, a successor Director shall be elected at a duly noticed meeting of the President, Secretary and Treasurer of the Association, each such officer of the association being entitled to cast one vote in the election. The candidate receiving the highest number of votes shall be elected.

A Director elected to fill a vacancy shall hold office until expiration of the term for which elected and until a successor has been elected and qualified.

A Director shall not resign where the association would then be left without any duly elected Directors in charge of its affairs.

ARTICLE VII

MEETINGS

SECTION 1. BOARD OF DIRECTORS MEETINGS

Regular meetings of the Board of Directors shall be held, with notice, on a regularly designated date and time, at the discretion of the Board of Directors.

Meetings shall take place at a location designated by the Board of Directors. Any officer of the Board of Directors may call a board meeting at any reasonable time.

A majority of the Board of Directors must be present to constitute a quorum for the transaction of business. Each director present shall be entitled to one (1) vote. Voting by proxy shall not be permitted.

The Board of Directors may decide to hold an annual or special meeting for the purposes of re-electing new Board of Directors. Special meetings of the Board of Directors may be called by any board member.

SECTION 2. LATINO PEMA MEETINGS

Latino PEMA meetings shall be held in a date determined by the Board of Directors, in consultation and collaboration with SAMOHI administration. The meetings shall be published in the SAMOHI calendar; ~~additionally, Latino parents may receive voice~~

~~notification and/or other methods of notification available at SAMOHI, the district, and the community.~~ Every attempt will be made to have monthly meetings.

ARTICLE VIII

OFFICERS

SECTION 1. OFFICERS

The officers of this Association shall be a President, a Secretary and a Treasurer. Additional officers may be chosen by the Board of Directors and each shall serve at the pleasure of the Board of Directors.

The president shall hold office for a term of one (1) year and shall remain in office until a successor President has been elected. The secretary and treasurer may be reelected for one (1) more year and shall remain in office until a successor has been elected. No officer shall be eligible to the same office for more than two consecutive terms.

Any number of offices may be held by the same person, except that neither the Secretary nor the Treasurer may serve concurrently as the President.

SECTION 2. OFFICERS' QUALIFICATIONS

To be elected as officer of the association, the director must meet the following qualifications

- a) Be parent/guardian of SAMOHI student/s.
- b) Be uncle, aunt, brother, sister, grandparent of SAMOHI student/s and be actively engaged with the academic achievement of a blood related SAMOHI student/s.
- c) Be a member of the association per one year.
- d) Have attended six consecutive SAMOHI Latino PEMA board meetings.
- e) Experience of being a leader for the good of the community.
- f) Ability to dialogue, listen, and respect differences.
- g) Experience in being a good motivator.
- h) The treasurer shall have evidence of skills and knowledge required to manage the finances of the organization.
- i) Commitment to help and empower other parents.
- j) Commitment to work for the academic achievement of all SAMOHI Latino students.

SECTION 3. RESPONSIBILITIES OF OFFICERS

PRESIDENT. The president in collaboration and with approval of the Board of Directors shall:

- a) Coordinate the work of the officers and committees of the association.
- b) Preside at all meetings of the association.
- c) May be a member of all committees except the nominating committee.
- d) Be the cosigner of all authorization for payments.
- e) Be responsible for preparing the association's annual report.

- f) Collaborates with the secretary and other board members in developing the agenda for all organization meetings.
- g) Be the official representative of the association.
- h) Be a cosigner of all contracts and legal binding documents of the association.
- i) Have all newsletters, flyers and/or notices approved by the principal prior to distribution.
- j) Be authorized to cosign checks, as long as the other cosigner is not related by blood or marriage or reside in the same household as the other authorized signer of the association financial accounts.
- k) Maintain informed all Directors as specified in the Board Rules of Communication.
- l) Perform such other duties as may be prescribed by the Board of Directors

PRESIDENT-ELECT. The president-elect shall:

- a) Perform the functions of the president in the absence of the president and to automatically succeed to the office of president in case of that officer's death or resignation.
- b) Assume the position of president at the end of the president's term of office.
- c) Perform other duties as may be prescribed by the Board of Directors or these Bylaws.

SECRETARY. The Secretary shall:

- a) Prepare and distributes agendas for all organization meetings.
- b) Attend the Book of Minutes. The Secretary shall keep of cause to be kept, at the principal executive office or such other place as the Board of Directors may direct, a book of minutes of all meetings and actions of the Board of Directors and the association meetings with the time and place of holding and whether regular or special. The secretary shall keep in safe custody all the records of the association.
- c) Keep the seal of the association in safe custody.
- d) With the approval of the Board of Directors, shall be a cosigner of all contracts and legal binding documents of the association.
- e) Perform other duties as may be prescribed by the Board of Directors or these Bylaws

TREASURER. The treasurer shall:

- a) Keep and maintain adequate and correct books and records of accounts of the transactions of the association including accounts of its assets, liabilities, receipts, disbursements, gains, losses, and other matters customarily included in financial statements. The books of account shall be open to inspection by a Director at all reasonable times.
- f) Receive and safely keep all funds of this association and deposit them in the bank that may be designated by the Board of Directors.
- g) Disburse the funds of the corporation as may be ordered by the Board of Directors; those funds should be paid out only with the approved checks of the association.
- h) Secure two signatures on all checks as authorized by the Board of Directors. The authorized signers shall not be related by blood or marriage or reside in the same household as the other authorized signer of the association financial accounts.
- i) Prepare all financial reports, reimbursement claims, State reports, and Internal Revenue reports accurately.
- j) Perform other duties as may be prescribed by the Board of Directors or these Bylaws.

SECTION 4. ELECTIONS OF OFFICERS

The officers of the association shall be chosen by the Board of Directors and each shall serve at the pleasure of the Board of Directors.

SECTION 5. REMOVAL OF OFFICERS

Any officer may be removed, with or without cause, by the Board of Directors at any regular or special meeting of the Board of Directors.

SECTION 6. RESIGNATION OF OFFICERS

Any officers may resign at any time by giving written notice to the association. The resignation shall take effect upon receipt of the notice by the association, unless the notice specifies a later time for the effectiveness of the resignation; and, unless otherwise specified in the notice.

SECTION 7. VACANCIES IN OFFICES

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular appointments to that office.

ARTICLE IX RECORDS

AND REPORTS

SECTION 1. MAINTENANCE AND INSPECTION OF OTHER ASSOCIATION RECORDS

The accounting books, records, and minutes of proceedings of the Board of Directors shall be kept at such place or places designated by the Board of Directors.

SECTION 2. INSPECTION BY DIRECTOR(S)

A director shall have the absolute right at any reasonable time to inspect all books, records, and documents of every kind and all physical properties of the association.

ARTICLE X

INSURANCE

The association shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers and directors, against any liability asserted against or incurred by any officer and/or director.

ARTICLE XI

AMENDMENTS

New Bylaws may be adopted or these Bylaws may be amended or repealed by the action of the majority of Board of Directors.