

STATEMENT OF PURPOSE
GREENEVILLE SCHOOLS IN ACTION (G.S.I.A)

Mission Statement-The purpose of our G.S.I.A. is to be a partnership organization of parents, teachers, and administrators who work in cooperation with the Greeneville City School System for the promotion of education to benefit our children.

Which Results In:

A closer relationship of the home and school so that parents and teachers may cooperate intelligently in the education of the child.

A bridge between educators and our community.

Each of our six (6) Greeneville City Schools has a well-organized local group of parents and Board of G.S.I.A. Officers who work in cooperation with each city school to support the Greeneville City School System by being involved in-but not limited to the following activities:

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| 1. Fundraising Projects | 14. Newsletters, Yearbooks, |
| 2. Education Supplies | Handbooks, Calendars |
| 3. Assisting teachers, librarians, and administrators | 15. Hospitality, Concessions |
| 4. Staffing Health Clinics | 16. Luncheons for Faculty and staff |
| 5. Field Trips | 17. Special Activities to honor our educators and administrators such as: |
| 6. Incentive Programs | National Education Week |
| 7. Room Parent Activities | National Teacher's Day |
| 8. Membership Drives | Teacher Appreciation Week |
| 9. Book Fairs | National Library Week |
| 10. Science Fairs | National Secretary Week |
| 11. Open House | |
| 12. Class Parties | |
| 13. Scholarships, special awards, certificates, and trophies | |

BY-LAWS
GREENEVILLE SCHOOLS IN ACTION
(G.S.I.A)

ARTICLE I – NAME

- a. The name of this organization is Greeneville Schools in Action (G.S.I.A.)
- b. The G.S.I.A. consists of a Council Board, Council, and local school G.S.I.A Officers and members.

ARTICLE II – OBJECTIVES

Section 1. The objectives of the Council are:

- a. To expand the lines of communication between all the city schools and to coordinate activities and programs which the Council feels will enrich the school system.
- b. To encourage high scholastic achievement to support those programs and activities in recognition of such achievements.
- c. To promote the education of our children.
- d. To provide all the schools' parent-teacher-student organizations the opportunity to express their ideas, their concerns in relation to curriculum, budget, teachers, classroom procedures, extra-curricular activities, testing, or any other phase of the school system.
- e. To be apprised of legislation that affects our educational system and to express our views either individually or as a group and to keep the local units informed of legislations.

ARTICLE III – BASIC POLICIES

The following are the basic policies of the G.S.I.A elected officers:

- a. Shall be noncommercial, nonsectarian, nonpartisan, and nondiscriminatory.
- b. The name of any members in their official capacities shall not be used in any connection with commercial concern or with any partisan interest or for any purpose not appropriately related to promotion of the objectives of the Council.
- c. Shall express opinions on any phase of local, state, or national policies pertaining to children or education when deemed necessary by the membership.
- d. Cooperate with other organizations and agencies concerned with child welfare, but persons representing the G.S.I.A. in such matters shall make no commitment that is binding.
- e. Shall cooperate with schools to support the improvements of education in ways that will not interfere with administration of the schools and shall not seek to control their policies.
- f. All levels of the G.S.I.A. must adhere to the "Model Financial Policy for School Support Organizations Procedures Manual" issued by the TN Comptroller.

ARTICLE IV – MEMBERSHIP AND DUES

Section 1. The Council will be composed of:

- a. The Council Board (with representation from various schools), each Local GSIA President, and/or their delegate from each school with membership status in good standing. These are the voting members of the Council.
- b. The Principals of each local school, the Director of Schools and other Central Office Staff as appointed by the Director of Schools. These members are non-voting and non-paying members.

Section 2. Membership in this Council shall be available without regard to race, color, creed or national origin.

Section 3. The Council shall encourage each school to join by sending annual dues. Dues being payable by the fall meeting of each year. These dues are to be used as operating expenses of the G.S.I.A. Council.

ARTICLE V – OFFICERS AND THEIR ELECTIONS

Section 1.

- a. The Officers of this Council Board shall be a President, Vice-President, Secretary, Treasurer, and an optional up to two Members at Large.
- b. The Officers of each school's G.S.I.A. shall be a President, Vice-President, Secretary, Treasurer, Principal, Teacher Representative, and optional Volunteer Coordinator.
- c. It is optional for each board to have either Co-officers or up to three Members at Large.
- d. Officers shall be elected by the end of the school term, except for the President. The Vice President will automatically succeed the outgoing President.
- e. Officers shall assume their official duties at the close of the last meeting of the school year and shall serve for a term of up to two (2) years.
- f. In the event that an office is not able to be filled, a current officer may serve for another term with approval by the Principal and Council Board.

Section 2.

- a. All boards are responsible for their election of new officers.
- b. New officers must be approved by a two-thirds majority vote of the board.

Section 3.

A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Board. Notice of such election having been given. In case a vacancy occurs in the Office of President, the Vice President shall fill the unexpired term.

ARTICLE VI – DUTIES OF THE OFFICERS

Section 1.

The President shall preside at all meetings of the Board and shall coordinate the work of the Officers and Committees in order that the objectives of the G.S.I.A. may be promoted. Each school's President shall attend the meetings scheduled by the Council Board to act as a liaison between the Council and the school. The Council Board President shall also attend the regular meetings of the Greeneville City Schools Foundation to act as a liaison to work in partnership with the goals of the Greeneville City Schools.

Section 2.

The Vice-President shall act as aide to the President and shall perform such other duties as may be delegated to them. The Vice President shall preside over meetings in the President's absence.

Section 3.

The Secretary shall record the minutes of all meetings including an accurate record of attendance of officers. The Secretary should also be the custodian of all records of the Corporation.

Section 4.

The Treasurer shall receive all monies and shall keep an accurate record of the receipts and expenditures; and shall pay out local funds as authorized by the board. The Treasurer shall present a Financial Statement at every regular meeting for Board approval, and at other times when requested by the Council. The Treasurer shall also submit an annual financial summary to the Council Board Treasurer by July 15th of each year.

The accounts of the G.S.I.A. Treasurers shall be examined annually by the Council Board Treasurer and/or a Council appointed committee, who, satisfied that the Treasurers' annual report is correct, shall sign a statement of that fact at the end of the report.

The Council Board Treasurer shall ensure that the Annual Form 990 is filed in a timely manner.

When finalized, the Council Treasurer shall file the annual financial statement with Central Office.

Section 5.

The Members at Large shall act as an aide to G.S.I.A. and shall perform such duties as are delegated to them to achieve the goals of the board.

Section 6.

Parliamentarian Office will automatically be assumed by the outgoing President if the Board agrees to this appointment. This will be an office term of one year, attending all regular meetings of the G.S.I.A. and serving in an advisory capacity.

Section 7.

ALL OFFICERS SHALL:

- a. Perform the duties prescribed in the parliamentary authority in addition to those outlined by these By-Laws and those assigned from time to time.
- b. Deliver to their successor all official material within 30 days after their term expires.
- c. Be faithful to attend each regular meeting of the Council.
- d. Not receive any compensation.
- e. Perform such duties as are delegated to them to achieve the purpose of the G.S.I.A.

ARTICLE VII – MEETINGS

Section 1.

This Council shall hold two (2) regular meetings in a year, one during the fall session, and the second during the spring session, unless otherwise ordered by the Council. The election meeting shall be held at the spring meeting.

G.S.I.A. boards shall hold at least (3) regular meetings in a school calendar year. At least one of these meetings should be open to the membership.

Section 2.

Special meetings may be called by the G.S.I.A. President or Principal and /or Council Board as deemed necessary.

Section 3.

Majority of the membership shall constitute a quorum for the transaction of business in any meeting of the Council or G.S.I.A board.

Section 4.

The current board shall not commit to any fundraising projects without the approval of the Principal and majority vote of the board and shall not commit to any projects for

upcoming school years without the explicit authorization of the Principal and the majority vote of the board.

ARTICLE VIII – STANDING AND SPECIAL COMMITTEES

Section 1.

Such standing committees shall be created by the President as deemed necessary to promote the objectives and carry on effectively the work of the Association. The Chairman of the standing committees shall be selected by the President and approved by the Board. The committees will be dissolved after the goal has been achieved.

ARTICLE IX – REMOVAL AND RESIGNATION

- a. Removal of an officer must be approved by the Principal and a majority vote of the board. The final decision will be made by a majority vote of the Council Board.
- b. Non-compliance with these by-laws can result in removal from Board.
- c. Any officer may resign at any time by giving written notice to the President. Such resignation shall take effect at the time specified therein.

ARTICLE X – FINANCIAL POLICY

All boards shall follow the G.S.I.A. finance policy.

ARTICLE XI – PARLIAMENTARY AUTHORITY

Roberts Rules of Order Revised shall govern the Council in all cases in which they are not in conflict with these By-Laws.

ARTICLE XII – AMENDMENTS

Section 1.

- a. These By-Laws may be amended at any regular meeting of the Council by a two-thirds vote of the members present and voting; provided that notice of the proposed amendment shall have been given at the previous meeting.
- b. A committee may be appointed to submit a revised set of By-Laws as a substitute for the existing By-Laws only by a majority vote at a meeting of the Council. The requirements for adoption of a revised set of By-Laws shall be the same in the case of the amendment.

Miscellaneous Provisions

Fiscal Year: Fiscal year shall begin July 1st and end on June 30th, unless otherwise fixed by the Council.