



Parent Advisory Organization Bylaws of

Redwood Coast Montessori

A Learning Center within Mattole Valley Charter School

PHILOSOPHY

We believe that communication is necessary for quality and excellence in education to occur. In the interest of developing communication between the Mattole Valley Charter School (MVCS) administration and faculty, staff and parents, a council consisting of representatives from Redwood Coast Montessori current parents and Mattole Valley Charter School representatives will be formed to further the mission and goals of Redwood Coast Montessori. In addition, this Organization will report to the superintendent and/or district administrators on a regular basis, and respond to MVCS input and requirements.

PURPOSE

The purpose of Parent Advisory Organization hereinafter referred to as PAO or Organization, is to assist Redwood Coast Montessori, hereinafter referred to as RCM, in planning, organizing, fundraising for and implementing academic, cultural, community and social programs for enrolled students and their families. Fundraising will necessarily require a significant commitment from PAO members.

ORGANIZATION

As set forth in the Mattole Valley Charter School Charter, “. . . each learning center within the MVCS charter will have an advisory council made up of 3-7 members. These members will include the Charter Program Administrator, the District Superintendent or their designee and adults from the populations served within that site. The Advisory Council shall make recommendations to the Charter Council when deemed appropriate.

The Charter Council’s decision on Advisory Council recommendations shall be final and binding upon the Charter School except as noted in the substantive status changes requiring District Board review.”

Board positions shall be as follows

1. MVCS Charter Program Administrator: assigned by MVCS and reviewed yearly
2. District Superintendent or designee: assigned by MVCS and reviewed yearly
3. President: (2-years, replaced in odd numbered years) assigned by parent and teacher vote
4. Vice President: (2-years, replaced in even numbered years) assigned by parent and teacher vote
5. Parent Representative: (1- year) assigned by parent and teacher vote
6. Treasurer: (2-year, replaced in odd numbered years) assigned by parent and teacher vote
7. Secretary: (2-year, replaced in even numbered years) assigned by parent and teacher vote

ELECTION OF BOARD MEMBERS

During the month of May, one (1) Parent Representative will be selected by the parents of the RMC class to serve during the following year. Staff members who are parents are welcome to become members. The RCM Parent Advisory Organization encourages MVCS staff, board members, media and other community members to attend meetings. Only the PAO members have voting rights. The RCM PAO will meet monthly (adjusted meeting schedules will occur July and August) throughout the year and will be available to meet with the superintendent and/or district administrators. Additional meetings may be scheduled if warranted.

At the June meeting of each year, incoming officers will be elected by majority vote and the new Parent Representative will be accepted. Officers will include only those listed above.

FUNDS MANAGEMENT

The RCM PAO may, as it sees fit and as an Advisory Board to a Learning Center with Mattole Valley Charter School, open savings and checking accounts with local banks provided that said accounts are used for the expressed purpose of furthering the goals and mission of RCM and the PAO. The account(s) shall at all times have a minimum of two signers with one being the sitting treasurer. Funds raised and spent will follow the guidelines set forth by MVCS as a tax exempt educational organization (see note below).

The treasurer shall keep accurate record of all accounts and report account balances and activity at the monthly PAO meetings.

Note: Mattole Valley Charter School is an educational organization and a government unit as referred to in Internal Revenue Code Sections 107(b)(1)(A)(ii) and (v). As such MVCS and the PAO qualify for tax exempt status for purposes of charitable contributions as defined in IRS Code Section 170 (c)(1).

MVCS Federal Tax ID# is 94-6002186.

MEETINGS

Meetings will be held from 7:00 to 9:00 p.m. on the first Monday of the month. The location, unless otherwise noted, will be at the Cooper Gulch Learning Center, 1720 10th Street, Eureka, CA 95501.

Agenda items will be approved by the president and distributed by the secretary. Agenda items may be suggested by any RCM teacher, parent representative or MVCS administrator or Charter Council member. These items should be brought to the attention of the secretary or the president at least ten days prior to the meeting.

At each meeting the agenda shall include a time for items to be brought directly for discussion. The critical criteria for determining the appropriateness of such items will be the degree to which the item has time sensitive implications. Discussions regarding school personnel issues will not be allowed.

An evaluation of the functioning Advisory Board will be conducted at the June meeting. This will include evaluating the quality of meetings, success and function or structure of sub-committees, opportunities for various RCM members to participate and contribute the success of the school programs and overall value of the committee.

REVISIONS OR MODIFICATIONS OF THE BYLAWS

Should modifications to the bylaws be deemed necessary, such modifications will be set as an agenda item for the following meeting and shall pass by a majority vote. If time sensitive revisions or modifications are deemed necessary, the board may call a special meeting at any point in the school year and pass modifications by the majority of present members.

Bylaws Revised 8/3/09