

Adams 12 Gifted and Talented Parents Group Bylaws

Article I. Name

The name of this organization shall be Adams 12 Gifted and Talented Parents Group (A12GTPG), an affiliate of the Colorado Association for the Gifted and Talented (CAGT).

Article II. Purposes

Section 1. Purpose.

Mission Statement: To facilitate the growth and success of Adams 12 Gifted and Talented (GT) students by addressing the unique needs of this student population and their families. The following will be areas of focus:

- **Resources:** identification of GT resource gaps and work to provide needed resources through collaboration with parents, schools, the school district and the community
- **Policy:** participation in the development, implementation and communication of GT-related district guidelines and policies in conjunction with district staff
- **Advocacy:** act as advocates for GT students, families, parent groups, schools and GT programs to affect change at the school, district or state level
- **Education:** facilitate unique educational opportunities for advanced learning and GT-related topics for students and their families
- **Community:** cultivate a strong GT community in Adams 12 school district by creating opportunities for interactions between families, schools and the community

Article III. Membership

Section 1. Members

Membership is open to all who are interested in furthering the purposes of this organization. CAGT members become members of A12GTPG by selecting Adams 12 GT Parents Group as their affiliate. A12GTPG membership will be managed using a database maintained by the A12GTPG Executive Board.

Article IV. Executive Board

Section 1. Officers

The officers of A12GTPG shall include a President, a Secretary, and a Treasurer. A President Elect can be confirmed as an additional officer. All confirmed officers shall comprise the Executive Board with a minimum of three members. The immediate Past President shall have the option of remaining on the Executive Board for up to two years following the term as President.

Section 2. Duties

The President or a designee shall be a representative on the Colorado Association of Gifted and Talented (CAGT) Board of Directors (or as directed by the CAGT Bylaws and/or Affiliate organization policies) to consider its affairs, activities and policies. Each officer of A12GTPG shall have all of the general powers and duties usually ascribed to the office.

Section 3. Elections and Terms of Office

Election of officers (President, President Elect, Secretary and Treasurer) shall be held each spring as needed. Terms of office shall be for one year with the option to extend to two years and will run from September 1 - August 31.

Section 4. Leadership Team

The Leadership Team of the A12GTPG group shall be comprised of the Executive Board and any or all of the following: the Past President, the Adams 12 Director of Advanced Academic & Gifted Services, subcommittee chairs or membership representatives approved by the Executive Board.

Article V. Meetings

Section 1. Executive Board

The Executive Board shall meet at the call of the President as necessary. A majority of the Executive Board shall be necessary and sufficient to constitute a quorum.

Section 2. Leadership Team

The Leadership Team shall meet every one to two months at regularly scheduled times. At all meetings of the Leadership Team, the President or designee shall preside. The presence of a majority of the Executive Board shall be necessary and sufficient to constitute a quorum for the transaction of business. The use of a telephone for participation in meetings shall constitute presence in person. The Leadership Team may use email, fax, or wikis to conduct business. The Executive Board may invite guests to attend the board meeting for the purpose of providing

information to the Board. Any guests who attend will be allowed a limited time, preferably at the beginning of the meeting, to conduct their business. A closed team meeting will resume shortly after the guests are no longer present.

Section 3. General meetings

At least one general meeting of the membership shall be held each year. The meeting shall be scheduled in the spring of the school year. The time and location shall be determined by the Executive Board. Notice of general meetings shall be given by email at least one week in advance of the meeting.

Section 4. Quorum

A quorum at any general meeting shall be the number of members present. A simple majority vote shall rule. Only members in the A12GT membership database with students enrolled in Adams 12 will be allowed to vote at any meeting.

Section 5 Liability.

No director shall be liable for any debt, obligation, or liability for the association.

Article VI. Committees

Section 1. Standing Committees

Standing committee chairs shall be appointed as needed by the President with approval of the Executive Board. Term of office shall be for one year.

Section 2. Special Committees

Special committees shall be created as required by the Executive Board. The chair of each Special Committee shall be appointed by the President with approval of the Executive Board.

Article VII. Organization & Procedures

Section 1: Meeting Procedures

General Meetings will be conducted in a respectful, courteous manner with an opportunity for all points of view and all members to be heard. In order to allow all members to participate and maintain a sense of order during meetings, meetings will be conducted using customary business

meeting procedures. These procedures will provide for informal meetings in most instances and provide regulations for situations where formal procedures are required.

Section 2: Dissemination of Information

A12GTPG wishes to provide resources and support to families and teachers of gifted individuals. To this end A12GTPG will use a website, eblasts and newsletters to convey information on A12GTPG programs and local resources.

Section 3: Organization Status

The A12GTPG shall function as an Adams 12 School district Organization/Parent Group under Adams 12 district policy 1400. A petition to amend the organization status under this policy must be presented, in writing, to the Executive Board at any meeting of this organization. The proposed change is accepted when approved by two-thirds majority vote of the Leadership Team and then approved by a majority vote at a general meeting. The proposal will be acted upon within 3 months of formal submission.

Section 4: Financial Accounting and Reporting

A12GTPG will strive to maintain cash neutrality on an annual basis. Throughout the year, the A12GTPG will organize and/or host events for the benefit of the GT community. Recommended donations for participation in the events will be communicated prior to any event. Collection, management, and reporting of received funds (including donations from events, unsolicited member donations, or donations from other organizations) will occur following guidelines stated in Adams 12 School district policy 1400 and will be reconciled by the Treasurer.

The transfer of any funds will be conducted and recorded by the Treasurer or designee from the Executive Board.

A budget for A12GTPG will be prepared annually by the Treasurer, reviewed by the Leadership Team and approved by the Executive Board. Significant income and expenditures will be reported to the Leadership Team at regular meetings. A summary of financials will be presented to the membership at the spring General Meeting. The fiscal year will be from September 1 to August 31.

Article VIII. Bylaws

Section 1. Consistency

The bylaws of this organization shall be consistent with the Constitution of CAGT.

Section 2. Amendments

A petition to amend these bylaws must be presented, in writing, to the Executive Board at any meeting of this organization. The proposed amendment is accepted when first approved by two-thirds majority vote of the Leadership Team and then approved by a majority vote at a general meeting. The proposal will be acted upon within 3 months of formal submission.

Article IX. Dissolution

Should A12GTPG dissolve, assets shall be held by the Colorado Association for Gifted and Talented until such time as the Affiliate reorganizes.

Article X. Indemnification

Any officer or director of A12GTPG shall be indemnified and held harmless to the full extent allowed by law.