

**Sacred Heart Catholic School & Sacred Heart Child Care Center
PTO Bylaws**

ARTICLE I: NAME

The name of this organization shall be the Sacred Heart Catholic School and Child Care Center Parent Teacher Organization (PTO).

ARTICLE II: PURPOSE

Based on the teaching of Christ and the Catholic church, the PTO will support Sacred Heart School and Sacred Heart Child Care Center and its families. We will provide opportunities for educational enrichment, and emotional and social development to assist our students in becoming lifelong learners who serve God. We will be a resource for parents, school staff, and the community at large.

ARTICLE III: BASIC POLICIES

The basic policies shall be stated in the Sacred Heart Catholic School and Child Care Center PTO Policies & Procedures.

ARTICLE IV: MEMBERSHIP DUES

Membership dues and guidelines shall be stated in the Sacred Heart Catholic School and Child Care Center PTO Policies & Procedures.

ARTICLE V: OFFICERS AND ELECTIONS

Officers and elections shall be stated in the Sacred Heart Catholic School and Child Care Center PTO Policies & Procedures.

ARTICLE VI: DUTIES OF OFFICERS

Duties of officers shall be stated in the Sacred Heart Catholic School and Child Care Center PTO Policies & Procedures.

ARTICLE VII: PTO BOARD

The PTO Board shall consist of the President, Vice-President, Treasurer, and Secretary.

ARTICLE VIII: MEETINGS

The number of open meeting and board meetings shall be stated in the Sacred Heart Catholic School and Child Care Center PTO Policies & Procedures.

ARTICLE IX: TEAMS

The creation and operating of standing and special teams shall be stated in the Sacred Heart Catholic School and Child Care Center PTO Policies & Procedures.

ARTICLE X: FISCAL YEAR

The fiscal year of this organization shall follow the fiscal year of the Parish and begin July 1 and end June 30.

ARTICLE XI: PARLIAMENTARY AUTHORITY

Robert's Rules of Order- Simplified shall govern the organization in all cases in which they are applicable and in which they are not in conflict with these bylaws.

ARTICLE XII: AMENDMENTS

Section 1. These bylaws may be amended at any regular meeting of the organization by a majority vote of the members present. Notice of the proposed amendment(s) shall be given at least 10 days prior to the meeting at which the amendment is voted upon.

Section 2. A committee may be appointed to submit a revised set of bylaws as a substitute for the existing bylaws by a majority vote at a meeting of the organization. The requirements for adoption of a revised set of bylaws shall be the same as in the case of an amendment.

ARTICLE XIII: DISSOLUTION

Dissolution may be recommended to the principal and pastor by 3/4 majority of PTO members. PTO, as do all other parish organizations, exists with the consent of the pastor. Should SHS cease to exist, all remaining PTO funds will be directed to Catholic Education at Sacred Heart Catholic Church by the parish finance council.

These amended bylaws have been voted upon and approved by the organization membership at the regular meeting dated August 28, 2018.

Revised bylaws were put into effect: August 28, 2018.

Signed by:

Annette Legato John Blase Michael Spilly
President Secretary Treasurer