

BYLAWS and POLICIES, HALE PARENT SUPPORT GROUP (PSG)

Membership of the Hale PSG includes

- All Hale parents/guardians of students
- All Hale faculty/administrators/staff

Purposes

1. To improve, provide and maintain communication among parents, faculty, students, administrators, school committee, and the community, and to provide a framework for promoting excellence at Hale Middle School.
2. To provide educational and enrichment programs.
3. To encourage volunteers in the school.
4. To provide fundraising activities.
5. To serve the school in other ways as needed – e.g. special meetings, capital equipment purchases, etc.

The Hale PSG is an established 501(c)(3) under the Stow SPTO.

Officers and Board

The officers of the Hale PSG are: a President (or two Co-Presidents), Treasurer, and Secretary. The steering committee includes the officers as named, the Hale principal and faculty representatives, and chairpersons of our established committees: Fundraising, ACE, Newsletter, Volunteer Coordinator [8th Grade Graduation, SPTO Relations, Membership, Hale Play, Community Relations].

The Hale PSG and the Center/Pompo SPTO hold a joint annual meeting each April.

Election of new officers will take place at the May PSG meeting. New officers may be nominated, or self-nominated, and any position is open to anyone in the Hale PSG. Voting will be by consent of those attending the May meeting. Officers and board members assume office on July 1 and serve for the fiscal year.

Budget and Allocations

[see meeting minutes]

Meetings

The Hale PSG meets monthly, with an annual business meeting in May to elect officers and approve the budget.

Fifty percent of the board members present constitute a quorum at a regular meeting. Meeting times and places will be posted in advance and are open to anyone in the Hale community. Meeting minutes will be posted publicly, once approved, are available from the secretary, and are maintained on file at the Hale office.

Last amended: 6/2007