



Thomas Jefferson Raider Parent Movement
Supporting the 4As at Thomas Jefferson High School

P.O Box 3071, Federal Way WA 98063-3071
4248 South 288th Street, Auburn WA 98001

www.tjrpm.org

Constitution & By Laws
Thomas Jefferson Raider Parent Movement

Article I – Name

The Name of the corporation shall be the Thomas Jefferson Raider Parent Movement (RPM), which is recognized by the state of Washington and the Internal Revenue Service as a non-profit 501(c) 3 organization.

Article II – Purpose

The purpose of the Thomas Jefferson Raider Parent Movement shall be, but not limited to:

- A. Fund-raising activities, as directed by the executive board/ membership, to assist the Thomas Jefferson High School student body in school related activities.
- B. Assist, as directed by the executive board / membership, in the promotion of parent involvement/ participation in all school activities.
- C. Offer advice and consider financial assistance for Thomas Jefferson High School related activities, when requested.
- D. Not to debate or challenge school policies, rules or procedures unless specifically requested by school administrators or the school board.

Article III- Membership

Membership shall be open to anyone living within the Thomas Jefferson service areas or a relative and/or legal guardian of a Thomas Jefferson student. Thomas Jefferson administration and staff (including club advisors, team coaches, and their assistants) shall be eligible for membership.

To become a member of the Thomas Jefferson Raider Parent movement you must pay a yearly membership fee of \$10 for individuals/staff or \$15 for families with special membership fees for staff members of either \$5 (if paid prior to 31Oct) or \$7(if paid later than 31Oct).

To be a voting member, you must be a member in good standing (i.e. paid membership dues) and be present at the meeting when the vote is called. Any voting member may request a roll call or a secret ballot.

Article IV – Officers

Elected officers of RPM shall be: President, Vice President, Secretary and Treasurer. The officers shall comprise the Executive Board. Election of the officers shall be at the regularly scheduled meeting in May. Only voting

members, as described in Article III, shall participate. Nominations for officers shall come from the floor.

Article V –Meetings

General membership meetings of RPM shall be held once a month during the school year, normally on the last day Monday of the month unless there is a conflict. In this event, the date will be determined by the Board.

Executive board meetings shall be held each month prior to the general membership meetings.

Article VI – Monies

Receipt of monies shall be through the fundraising activities as established in Article II or by donations/ assistance from outside sources. RPM's main source of funding shall be from an auction. General funds raised at said auction shall be for disbursement in the following year. Exceptions shall require a majority vote of both the Executive Board & of the membership.

Disbursement of RPM monies shall be governed by the membership.

Discretionary spending by the executive board is allowed, but shall not exceed \$400 for any single purpose/ activity. Other than discretionary spending, the following must be strictly observed:

- A. An application, in writing, must be received by the Executive Board prior to the regularly scheduled Executive Board meeting for review and subsequent placement on the club agenda. No requests will be honored which are brought to the membership on the night of the general membership meeting.
- B. Applications will be accepted by the Executive Board only if:
 1. The activity is school related
 2. A teacher/advisor has signed the request
 3. The teacher/advisor is a member in good standing of RPM
 4. All efforts have been made to raise as much of the expense by the applicant as possible (for groups this can mean participating in the TJRPM auction and/or Seahawks fundraiser or any other fundraising efforts that the group has done). Proof of this must be furnished with the request to the executive board and presented to the membership.
 5. Grant request votes are by a simple majority using secret ballots with one vote per voting member. The Vice President or a designee and a voting member shall count the ballots during the meeting the vote was taken and the results shall be announced before adjournment.

- C. The activities requesting assistance will be required to have a representative at the general membership meeting or the application will be denied.
- D. Limitations: The percentage of a request will be open to approval by the membership according to the size of the request and the size of the group.
- E. Applications/requests from special interest groups will not be accepted.
- F. The membership will have the right to disperse surplus funds for any worthwhile project at school year's end. Surpluses will be any amount over the \$ 5000 carryover approved for the next year's budget. By the October meeting, the Executive Board shall present for membership approval the next year's budget based on the current year's receipts. Each committee's budget must be approved by the Executive Board. Any voting member may request additional approval via membership vote. Committees are to work to their approved budget and must immediately advise the Board should an overrun become probable. At that time all financial actions become subject to Board approval. Actual overruns will be funded by RPM; actual surpluses will be returned to RPM. Committees may utilize banking services through the RPM treasurer, and shall not operate separate bank accounts.

Article VII – Dissolution

The corporation may be dissolved under two circumstances:

- A. A two thirds majority vote of the voting members (as defined in Article III) and the Executive Board at a special meeting specifically scheduled by the Executive Board for the purpose of voting on dissolution.
- B. If all of the offices (as defined in Article IV) cannot be filled at the regularly scheduled meeting in May or at the following general meeting.

In case of dissolution the Executive Board is responsible for:

- the transfer of funds held in trust for participating groups to the group's adult advisor / coach;
- for the settlement of any outstanding obligations of RPM from the available RPM assets;
- for the proper notification to state and federal authorities, and
- for the distribution of any remaining net assets equally to:

Thomas Jefferson High School, Office of the Principal, and
Thomas Jefferson High School Associated Student Body
4248 S 288TH
Auburn, WA 98001

Article VIII – Amendments

Thomas Jefferson Raider Parent Movement
Constitution and Bylaws

Amendments to this Constitution and Bylaws shall be made by a two thirds majority vote of the voting members.

Ratified by the membership on the 11th day of April, 1984.

Amended by the membership on the 13th day of February, 1986.

Amended by the membership on the 10th day of May, 1989.

Amended by the membership on the 12th day of April, 1990.

Amended by the membership on the 12th day of September, 1990.

Amended by the membership on the 10th day of October, 1990.

Amended by the membership on the 11th day of September, 1991.

Amended by the membership on the 10th day of February, 1993.

Amended by the membership on the 8th day of September, 1993.

Reconfirmed 2/7/01.

Amended by the membership on the 30th day of October, 2006.

Amended by the membership on the 26th day of November, 2007.

Mike Radford, President

Melany Hovda, Vice President

Keith Hovda, Co-Treasurer

Sherri Brown, Co-Treasurer

Suzanne Smith, Secretary