

CONSTITUTION

Constitution of Genesis Home and School Association

Adopted: June 14, 2017

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Article I

Genesis Home and School Association

NAME

The name of this organization shall be: Genesis Home and School Association

Genesis Home and School Association shall be affiliated and maintain its membership with the Quebec Federation of Home and School Associations Inc. (QFHSA)

PURPOSE

1. To act as an independent, volunteer, non-profit organization dedicated to enhancing the education and general well-being of children and youth by bringing into closer relationship the home, the school and the community;
2. To promote the involvement of parents, students and educators to secure for every child the highest level of learning and advancement;
3. To act as a voice for all parents;
4. To make parents aware of current educational practices and major issues which affect education.

Article II

Powers

For the carrying on of the above mentioned purposes, the organization may:

1. Provide facilities for bringing together the members of Genesis Home and School Association for discussions of matters of general interest, and to stimulate co-operative effort;
2. Develop between educators and the general public such united effort as shall secure for every child the highest advantage in physical, mental, moral and spiritual education;
3. Maintain a non-partisan, non-commercial, non-racial and non-sectarian organization;
4. Carry-on fundraising;
5. Buy or rent equipment;
6. Receive contributions through a membership fee;
7. Carry out anything else within the law necessary to reach the group's objectives.

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Article III

MEMBERSHIP

Voting membership in the Association shall be granted upon payment of the prescribed fees to the Federation.

1. *Regular voting membership*

Regular voting membership shall consist of individuals, families, administration and staff, desiring to participate in, support and promote the objectives of Genesis Home and School Association for the educational, cultural and overall well-being of all children.

2. *Affiliate voting membership*

Affiliate voting membership shall consist of a regular voting member at a different local home and school association.

Article IV

EXECUTIVE

1. The Executive team shall consist of a minimum of 3 persons: President, Treasurer, and Secretary, and maximum of 5 persons, elected at the last meeting of an academic year from among the members of Genesis Home and School Association who have been a member in good standing for a minimum of one year. They shall consist of:
 - (i) President
 - (ii) Vice-President
 - (iii) Secretary
 - (iv) Treasurer
 - (v) Co-Treasurer
2. The term for an Executive member is two years. An Executive member may serve up to one consecutive term in any one position, but may serve in a different position on the executive and can be up for re-election for their position after the term is served. The Executive may serve on another term if nobody else steps forward and the membership agrees to the extension.
3. If an Executive position falls vacant it shall be the responsibility of the Executive team to find a replacement in the interim, but only until the next monthly meeting where they can then stand for an election.

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Article V

MEETINGS

ANNUAL AND OTHER GENERAL MEETINGS

1. Genesis Home and School Association shall meet at least once a month starting in September and ending in June inclusively.
2. The Annual General Meeting shall be held in June of each year and may coincide with the last monthly meeting.
3. Special meetings of Genesis Home and School Association may be called by the President or at the request of 2 Executive positions or at the request of a minimum of 51% of members.
4. The Executive team shall meet at least 2 times a year.

Article VI

FINANCE

1. Genesis Home and School Association shall maintain, in its name, a bank account with a branch of any chartered bank, which the Executive Committee shall designate.
2. Every 5 year(s) Genesis Home and School Association shall have its account independently examined by an accountant or bookkeeper.
3. The signing officers shall be two of the following three Executives: President, Vice President, and Treasurer.
4. The number of signatories needed shall be 2.
5. Financial status must be discussed with members at each monthly meeting.
6. Year-end Financial report must be submitted to the QFHSA every year, signed by the President and Treasurer.

ARTICLE VII

AMENDMENTS

1. The Constitution may only be amended at the Annual General Meeting by a minimum of two-thirds (2/3) of members, provided that due notice of the proposed amendments have been provided to all regular and affiliate voting members at least six (6) weeks prior to the meeting.

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2. Amendments to the Constitution shall come into effect thirty (30) days after the AGM.

ARTICLE VIII

DISSOLUTION (in accordance to QFHSA by-laws)

1. Voluntary dissolution of Genesis Home and School Association requires the following:
 - a. An Executive team decision to disband can only be taken by a two-thirds vote of members present at a General Meeting, provided that there is a quorum at such a meeting in accordance with Genesis Home and School Association By-Laws, and that a formal notice of such an intent has been forwarded to all members, and that a motion to disband has been included in the Agenda of the said meeting.
 - b. The reasons for a proposal of dissolution shall be forwarded in writing to the QFHSA at least sixty (60) days before any action is taken;
 - c. In the case of a decision to dissolve, all assets shall be sent to the QFHSA to be held in trust until the association is re-constituted.
2. If a school is being closed, the following procedure shall be applicable:
 - a. Where there is a Maintaining Association connected with said school, this association shall be merged with the Maintaining Associations(s) of the school(s) to which the pupils are being transferred.
 - b. If there is no association at the new school(s), the association of the old school shall do its utmost to establish a Home & School Association at the new school(s).
 - c. School closings do not affect the membership status of individual parents.
 - d. The disposal of all monetary assets belonging to the local association connected with the school being closed shall be the responsibility of said association. If said association wishes it may place its monetary assets in trust with Quebec Federation pending final decision as to its disposal.