



BY-LAWS

I. NAME AND PURPOSE

Section 1 - The organization shall be registered by the Texas Ethics Commission as a General Purpose Political Action Committee, (GPAC) with the name **Dallas Friends of Public Education (DFPE)**.

Section 2 - The general nature and purpose of DFPE is to promote economically-viable and fiscally-responsible public education through sound public policy and best available practices. Its goal is to be a pro-active and transparent organization for collective leadership of public education. It will be a mechanism to assist in the enactment of enabling legislation, guide strategies and policies for development, coordinate and promote activities at all levels, build coalitions and partnerships between stakeholders for common advantage, resolve issues constraining development, and act as the clearing-house for information. It will be a strong advocate for children in public schools.

II. MEMBERSHIP AND DUES

Section 1 - Membership shall be open only to individuals who are in agreement with the mission, philosophy, by-laws and policies of DFPE.

Section 2 - Membership shall be available at four donation levels: (a) Patron (b) Sustaining (c) Associate and (d) Friend.

Section 3 - Dues shall be paid annually by all members with the exception of the non-dues paying Friend level.

Section 4 - The amount of dues to be paid may be fixed each year by the Board of Directors at the Annual General Meeting. Dues shall be paid annually in September. A *Patron* membership level is defined by payment of at least \$250 in annual dues; a *Sustaining* membership is defined by payment of annual dues of \$100; an *Associate* membership is defined by payment of annual dues of \$25; a *Friend* Membership does not require annual dues. At the *Sustaining* level, at the discretion of the Board of Directors, time and interest may be given in lieu of financial support.

Section 5 - All memberships are approved by the Board of Directors.

Section 6 - Any membership or officer of the Board of Directors may be terminated with cause by a two-thirds (2/3) vote of the Board of Directors with a 14 day prior written notice to the Board of Directors.



III. BOARD OF DIRECTORS

Section 1 - The Board of Directors shall consist of at least nine (9) and no more than twenty-one (21) *Sustaining* or *Friend* members in good standing. Initially, the Founding Members will establish the first Board of Directors.

Section 2 - The Board of Directors shall have the control and general management of the affairs and business of DFPE, executing these responsibilities through elected officers.

Section 3 - Continuation on the Board of Directors requires active participation including timely payment of dues (annually in September) and attendance at a minimum of two-thirds (2/3) of the regularly scheduled Board meetings unless excused by a vote of the Board of Directors.

IV. ELECTION OF OFFICERS

Section 1 - All officers must be members of the Board of Directors.

Section 2 - The Officers shall be: (a) the Chair of the Board; (b) the Vice-Chair of the Board; (c) Treasurer, and (d) Secretary.

Section 3 - All officers of the Board of Directors shall be elected by the members of the Board of Directors at the September Annual Meeting of the Board from eligible Board members in good standing and shall serve for one year.

Section 4 - The Chair, Vice-Chair, Treasurer and Secretary shall be elected by a majority vote of the Board of Directors for a one (1) year term. There are no term limits.

Section 5 - Elections to fill vacancies on the Board of Directors or for officers on the Board of Directors shall have an eleven (11) day written notice to the Board and be accomplished at the next Board of Directors meeting.

V. RESPONSIBILITIES OF OFFICERS

Section 1 - The Chair shall preside at all meetings of the Board of Directors and all membership meetings. She/he shall appoint all standing committee Chairs and power to create other committees as necessary to fulfill the objectives of the organization. Committee Chair appointments will be approved by the board.

Section 2 - The Vice-Chair shall, in the absence of the Chair, perform all the duties and exercise the powers of the Chair, and shall perform such other duties as shall from time to time be imposed upon him/her by the Board of Directors.

Section 3 - The Secretary, or designee, shall keep an accurate record of all the proceedings of membership meetings, and meetings of the Board of Directors. She/he, or the designee, shall give notice of all meetings to members of the Board, and shall perform such other duties as the Board may require. The Secretary, or designee, shall keep an accurate list of members and shall email minutes of the meeting to the Board of Directors within one (1) week of the meeting.



V. RESPONSIBILITIES OF OFFICERS (continued)

Section 4 - The Treasurer shall have custody of all monies of the organization; shall keep regular books and accounts and balance the same annually. The Treasurer and finance committee shall present the proposed budget in June for the fiscal year of September to September. The Treasurer shall deposit all monies and other valuable effects in the name of and to the credit of the organization with such depositories as may be designated by the Board of Directors. The Treasurer shall fulfill any legal reporting requirements of the PAC. Checks under \$250 shall require only the Treasurers signature. Expenditures over that amount shall require Board consent and the signature of the Chair or the Chair designee officer. Board approval may be made by email acceptance by the majority of the Board members. All four officers will be listed at the bank with check signing privileges.

Section 5 - The Treasurer shall provide detailed reports of the receipts and disbursements of the organization at each regular meeting of the Board of Directors and at regular membership meetings. The books of the accounts shall be open to inspection by any Member of the Board of Directors at any time.

VI. ADVISORY COMMITTEES

Section 1 - Any DFPE member in good standing is eligible to serve on a committee.

Section 2 - The appointed committee chairs will invite members to serve on various Committees. For each of these Committees the Directors will invite the appointment of a Chair who can, in turn, invite other members to fill supporting positions.

Section 3 - The operation of a Committee is the responsibility of the Committee Chair and the committee activities shall be reported to the Board of Directors.

Section 4 - Standing Committees will be chaired by members of the Board of Directors and shall include the Membership and Finance Committees with all members in good standing eligible for inclusion. DISD Trustee Candidate Interview Committee and a Board Officer Nominating Committee will both be made up of Board of Directors members only and shall be appointed by the Chair and approved by the Board of Directors. The nominating committee will be appointed in May and will solicit officer candidates from the Board. The committee will email a slate of proposed officers, each of whom have agreed to serve, to the Board by the end of July. The slate shall be voted on in September. Officers can be nominated at the September meeting, but only those who are present and are willing to serve shall be eligible for selection. The slate and any additional candidates shall be elected by a show of hands.

Section 5 - The Finance Committee and the Treasurer shall present a proposed budget to the Board of Directors in June of each year. The budget must be ratified by the Board of Directors within sixty (60) days of presentation.

Section 6 - The Membership Committee shall have the responsibility for encouraging DFPE membership and communicating regularly with all members of the organization.



VII. MEETINGS OF THE ORGANIZATION

Section 1 - The Annual General Meeting of the membership shall be held in September of each year at a time and place set by the Board of Directors.

Section 2 - Monthly or bi-monthly Board meetings shall be called by the Chair.

Section 3 - Meetings of the members may be called by the Chair for issue, educational, informational purposes, or to muster support for endorsed candidates. There must be a minimum of two (2) such general meetings annually.

VIII. AMENDMENTS TO THE BY-LAWS

Section 1 - Any proposed amendments or additions to the existing By-Laws shall be presented in writing to the Board of Directors at least fourteen (14) days prior to the meeting. The Board, at its discretion, may order the same to be submitted to the membership by mail, together with notice of a reasonable time to respond to the Board with comments. A two-thirds (2/3) affirmative vote of the full membership of the Board of Directors shall be necessary to amend or add new By-Laws.

IX. RULES OF ORDER AND QUORUM

Section 1 - Roberts Rules of Order shall govern the meetings unless superseded by the By-Laws of the organization.

Section 2 - For important votes, the establishment of a Quorum may be made through a virtual (electronic) meeting.