

Article I

Name of Organization

The name of this organization will be the Zephyrhills High School Band Boosters.

Article II

Purpose

The purpose of the Zephyrhills High School Band Boosters is to raise money and coordinate parents/volunteer activities for the support of the band program at Zephyrhills High School. The Zephyrhills High School Band Boosters is empowered to address the needs and actions of the band program at Zephyrhills High School. The vision for the Zephyrhills High School Band Boosters is to see successful outcomes for all students and to assist the Band Director.

Article III

Responsibilities

The responsibilities of the Zephyrhills High School Band Boosters will be within the constraints of federal/state laws, district policies, and guidelines. Fundraising, public correspondence and other activities must be approved by the Director before they are set into motion. The Zephyrhills High School Band Boosters will have the following responsibilities:

- Assist in the preparation, implementation, and evaluation of a yearly budget for the Zephyrhills Band Program inclusive of student assessments and band booster funds.
- Serve as liaison between the school, school organization, the community, and the local School Board by collecting and disseminating information about band activities and achievements to parents and band supporters.
- Provide booster information for inclusion in the band handbook. Assist with the development, duplication, and distribution of the handbook at the Band Director's discretion.
- Coordinate fundraisers to provide opportunity for students to offset their band expenses.
- Conduct fundraisers and accept donations for the Zephyrhills High School Band Program.

- Provide input to the Band Director for formulating the strategic direction of the Zephyrhills High School Band Program.
- Make recommendations regarding a parental involvement/networking plan to ensure that all parents are informed about and have an opportunity for meaningful input into Zephyrhills High School Band Boosters decisions; and
- Foster school spirit throughout the Zephyrhills community.

Article IV

Representation and Membership

The Zephyrhills High School Band Boosters will be composed of adult family members of current band students. Other individuals (18 years of age or older) or organizations are qualified for membership so long as they are willing to support the aims and aspirations of the booster organization, and to assist the Band Director to promote and encourage the education of students in the Zephyrhills High School Band Program. All booster members shall conduct themselves in a positive manner and in the good name of Zephyrhills High School. All booster participants, including elected officials, must fill out a Pasco County School Board volunteer form and be approved by the School Board in order to work directly with the students.

In order to be a member in good standing, each individual member shall pay an annual \$3.00 membership, no later than the October booster meeting. Each member in good standing will have one vote. The Band Director is an ex-officio member of the Zephyrhills High School Band Boosters and its executive board. The Band Director will have authority to return a decision made by the boosters or the booster executive board for further discussions and/or modification. In the unlikely event there remains a disagreement between the Band Director and other members of the Zephyrhills High School Band Boosters, the Band Director shall have the final authority.

Article V

Election and Appointment Procedures

Elections for executive officers will be held no later than the April meeting of each year. Candidates may self nominate for the available positions. All nominees must be members in good standing. Information about the upcoming election of band booster officers will be publicized at least one month prior to the election.

Zephyrhills High School Band Boosters officers will assume their responsibilities on July 1st. All elected officers of the Zephyrhills High School Band Boosters will serve a one year term. No term limit will be set on the number of terms a member may serve.

Article VI

Officers and their Duties

Section 1. President – It shall be the duty of the President to preside at all regular booster meetings and executive board meetings, to appoint all committees (i.e. RJS, 50/50, parking, publicity, benevolence), and to perform such duties that pertain to his/her office (i.e. coordination chaperones).

Section 2. Vice-President - It shall be the duty of the Vice-President to perform all of the duties of the President during the absence of that officer and to perform other duties as the President may assign him/her.

Section 3. Secretary – The Secretary shall keep an accurate record of the proceedings of all meetings and maintain a list of booster membership. In addition, the Secretary shall be responsible for maintaining a current “Approved volunteer list” as furnished by the School Board.

Section 4. Treasurer – The Treasurer shall have custody of all booster funds. Invoices and deposits shall be handled in a timely fashion. A complete financial record of the booster organization shall be kept and made available for review upon a reasonable request. At the end of each school year the booster financial books must be audited and submitted to the principal.

Article VII

Meetings

The Zephyrhills High School Band Boosters executive board shall consist of all elected officers, committee chairpersons, and Band Director. The executive board will meet prior to the regularly scheduled band booster meeting.

General membership meetings will be held on the 3rd Tuesday of each month. The Zephyrhills High School Band Booster year will run from July 1st through June 30st.

The suggested order of business for each general meeting shall be:

- Call to Order
- Welcome New Members and Guests
- Reading of Previous Minutes
- Financial Statements
- Committee Reports
- Unfinished Business
- New Business
- Upcoming Events
- Good of the Association

Article VIII

Amendments

The bylaws may be amended at any regular meeting of the Zephyrhills High School Band Boosters by approval of a simple majority vote of those present, provided that the specific amendments meet the following requirements:

- They have been introduced at a prior meeting
- They are included in the minutes of the prior meeting; and
- They are listed on the agenda for the current meeting.

Article IX

General

In the even there is a conflict between the bylaws and any existing SBPC policy or federal/state/municipal law, the policies and laws are controlling and the bylaws cannot supersede existing laws. All property, equipment, supplies, musical instruments, uniforms, and regalia purchased by the Zephyrhills High School Band Boosters shall become property of Zephyrhills High School.