

# **Constitution of St. John-Emmanuel Lutheran School Parent Teacher League**

## **Article 1- Name**

The name of this organization shall be the St. John-Emmanuel Lutheran School Parent Teacher League

## **Article 2- Objectives**

The objectives of this organization shall be to bring parents and teachers into closer cooperation through Christ; to acquaint parents and friends with the work of the school and with the field of education in general; and to create in parents and others the consciousness that St. John-Emmanuel Lutheran School is their school.

Further, this organization shall be of service to the home and to this end, offer Christian help and guidance for parents; to promote cooperation between the home and the school for more effective training; to impart information concerning school subjects, policies, and activities, to support all worthy efforts of the school, the teachers, and the School Board.

## **Article 3- Policies**

This organization shall not seek to direct the technical activities of the school, nor to control its policies. The Parent Teacher League shall be under the supervision of the School Board. The Parent Teacher League will report to the School Board all activities. Fundraising shall not be one of the League's primary objectives. All activities of this organization shall be in perfect harmony with the teachings of the Bible and with the confessional standards of the Lutheran Church-Missouri Synod.

Individual cases of misunderstandings and differences of opinion between parents and teachers are not to be discussed in a meeting of this League, but are to be handled in a private conference between the related parties.

## **Article 4- Membership**

All parents of pupils attending St. John-Emmanuel Lutheran School and the teachers of the school shall be voting members of this League. Also, any communicant member of St. John Lutheran Church (Flatrock) or Emmanuel Lutheran Church (Soest) interested in the purpose of this organization shall be considered voting members of this League.

## **Article 5- Officers**

The officers shall be president, vice president, and secretary-treasurer. The executive board shall consist of the above officers in addition to the principal of the day school.

## **Article 6- Steering Committee**

This committee will consist of the principal of the day school, PTL officers, one School Board member, two teachers and three parents. The parents will be elected by the PTL organization. The teachers will be appointed by the principal of the day school. The officers of the PTL will contact the School Board and that organization will determine their representative.

The steering committee will meet prior to each meeting of the PTL organization. The objectives of the steering committee will be to promote and enhance better parent-teacher-child relationships, to help formulate the direction of the PTL, to set specific PTL meeting agendas, to help generate fundraising ideas, to appoint chairpersons for the PTL activities; and to act as nominating committee. All suggestions and ideas generated by the steering committee will be brought before the entire PTL for approval or disapproval.

## **Article 7- Duties of Officers**

President- Shall preside at all meetings of the League and shall be ex-officio member of all committees. The president shall appoint special committees and perform other duties usually pertaining to the office.

Vice-President- Shall perform the duties of the president in the absence or inability of that officer to act, shall assist the president when called upon and serve as program chairman.

Secretary-Treasurer- Shall keep record of all meetings of the League and of the steering committee and shall conduct the correspondence of the organization; shall receive all the money of the league; keep an accurate record of all receipts and expenditures; shall disburse funds as needed; and shall submit a current financial report at each meeting and be able to supply a receipt, bill, or appropriate proof for each expenditure.

## **Article 8- Meetings**

The League shall meet at least three and no more than five times each year. Special meetings may be held upon call by the president, or the principal of the day school. Every attempt shall be made to alternate meetings between building sites.

## **Article 9- Amendments**

This constitution may be amended through a two-thirds vote of the members of the League who are present at the meeting during which the Constitution is discussed. An amendment shall not be acted upon until this organization has been given proper notice through a previous meeting.