

BYLAWS

Amended 28 September, 2005

QUEST PARENT COMMITTEE

3203 Monogram Avenue
Long Beach, Ca. 90815

BYLAWS

ARTICLE I

NAME

The name of this organization shall be QUEST PARENT COMMITTEE.

ARTICLE II

PURPOSE

The purpose and goals of the Quest Parent Committee is to support and promote the vision of the Quest program which is to teach to the seven intelligences and to produce a Renaissance learner - one who is disciplined, dependable, curious, self-motivated, creative, technologically literate, open-minded, and verbally expressive and a global thinker. All activities of this committee shall be guided by and conform with the Education Code of the State of California, and the rules of the Board of Education of the Long Beach Unified School District.

ARTICLE III

MEMBERSHIP

SECTION 1. Membership in this organization shall be open to Quest students and adults who may or may not be a parent of a current Quest student at Millikan High School.

SECTION 2. Annual membership dues per family of this organization shall be determined by the Quest Board. The dues of this organization shall be due on a date to be determined each year by the Quest Board.

SECTION 3. General membership meetings. There shall be at least three (3) general membership meetings per year, as called by the Quest Board. The Quest Board will meet no less than three (3) times per year or as often as deemed necessary to conduct the business of the organization.

ARTICLE IV

OFFICERS

SECTION 1. The officers of this organization shall be elected by the Quest Board. They shall consist of Chair, Vice Chair, Secretary, Treasurer and other officers as may be determined necessary and elected by the Board. All officers shall be a parent or guardian of a Quest student currently attending Millikan High School. Officers shall be elected in October annually for a one (1) year term.

SECTION 2. If during the term of office, any officer ceases to be an active member, or fails to perform the duties of his/her office, or resigns from his/her office, the office shall be declared vacant by a two-thirds vote of the Board at a regular or special meeting, or by the two-thirds affirmative vote of the members present at a regular or special general membership meeting. The Board shall appoint a member of the Board to fill the vacancy for the remainder of the term of office.

ARTICLE V

DUTIES OF OFFICERS

SECTION 1. The Chair shall preside at all meetings. He/She shall appoint all chairpersons of standing committees and special committees, subject to the advice and consent of the Quest Board. As the chief executive officer of the organization, he/she shall, among other such executive duties, carry out the policies outlined by the Board, direct the activities of the organization, represent the organization at all outside activities, delegate special duties not assigned to the elected officers or the Board, coordinate the organization's activities with school officials and shall be an ex-officio member of all committees with the approval of the Board.

SECTION 2. The Vice Chair shall assume and exercise all of the duties of the Chair in his/her absence, and conduct other such business as deemed necessary by the Board.

SECTION 3. The Secretary shall record the minutes of the membership and Board meetings, notify special committees of their appointments, make a correct list of the membership, keep the bylaws and standing rules up to date, have charge of all papers and records of the organization, conduct necessary correspondence and keep on file all communications received and copies of all letters sent and shall give all notices required or permitted by these bylaws.

SECTION 4. The Treasurer shall receive all monies of the organization, keep a record of all receipts and Disbursements, make financial reports at all meetings as well as an annual report, and deposit all funds in the name of Quest Parent Committee in a bank designated acceptable by the executive Board. The treasurer will keep a separate accounting for each student's earnings. These earnings will consist of participation in Quest fundraisers and/or donations.

SECTION 5. All officers shall be members of the Quest Board and shall make an annual report to the organization at the end of their respective terms.

ARTICLE VI

STANDING COMMITTEES

SECTION 1. The standing committees shall be Membership and Ways & Means. Other committees shall be appointed by the Chair as needed.

SECTION 2. THE MEMBERSHIP COMMITTEE shall consist of a chairperson appointed by the Chair and not less than three adult members appointed by the chairperson of said committee. This committee shall contact prospective members, determine eligibility of such persons, and in all ways promote general interest in membership in this organization.

SECTION 3. THE WAYS & MEANS COMMITTEE shall consist of a chairperson appointed by the Chair and not less than three adult members appointed by the chairperson of said committee. This committee shall plan and coordinate all fund raising activities of this organization. It may also audit or cause to be audited the financial records and books of the treasurer annually. Fundraising will be done at least once a year.

ARTICLE VII

CONTRACTS AND BUSINESS TRANSACTIONS

SECTION 1. The Quest Board shall have general supervision of the business, property and affairs of the organization. They shall set organization policy, settle intra-organizational disputes, approve all organization expenditures, and approve all organizational activities. All business transactions must be approved by the Quest Board. All contracts, checks, documents and other writings of a legal nature must be signed by the Chair or Vice Chair and by either the Secretary or the Treasurer of the organization to be legally binding.

SECTION 2. All Quest students will have the opportunity to participate in Quest fundraisers to help defray the cost of Quest field trips and AP exam fees. Senior Students will also be able to use their funds for the following senior expenses: Quest senior banquet, AP tests, prom, and grad night tickets. The student/ and or parent are required to give the treasurer two weeks written notice. There will be no checks made out to students or parents.

SECTION 3. All sponsorships will be decided upon a case-by-case basis by the Quest board. Requests must be made in writing. Each student/parent may be required to do any or all of the following if they are given a sponsorship: participate in Quest fundraisers, volunteer on the Quest Parent Committee and pay back an amount to be determined within a certain amount of time.

ARTICLE VIII

NOMINATION AND ELECTION OF THE QUEST BOARD

SECTION 1. The members of the Quest Board shall be nominated by the membership at large by written nominating ballots sent to all families of Quest students. After nomination, all nominees shall provide a written statement that will be printed and sent to all members with the election ballot. The Board should be made up of an equal number of representatives from each of the Quest grade levels. The Board shall consist of no fewer than 2 members per grade level and no more than 28 members. An election ballot will be sent to all Quest families. The nominees who receive the most votes in each grade level will be elected to serve on the Quest Board for a one (1) year term.

SECTION 2. Vacancies on the Board will be filled by the Chair with the consent of the Quest Board. (See Article IV, Section 2).

ARTICLE IX

QUORUM

SECTION 1. Ten (10) members present shall constitute a quorum for any regular or special membership meeting.

SECTION 2. Three (3) members shall constitute a quorum for any meeting of the Board.

ARTICLE X

GENERAL

SECTION 1. "NOTICES" Whenever notice to the general membership or Quest Board is provided for in these bylaws, the following procedure shall be deemed full compliance with such requirements: The secretary shall maintain a membership book wherein the names, addresses and telephone numbers of the members shall be kept by him/her. It shall be the duty of each member to keep the secretary informed of any and all changes of addresses, telephone numbers and other pertinent information. The secretary shall send such written notice as is required to the address listed in said membership book via the United States mail with proper postage or via email. This shall constitute compliance with the requirements of notice.

SECTION 2. "DISSOLUTION OF THE ORGANIZATION" In the event of the dissolution of this organization, all property, real, personal and mixed, that is owned by this organization shall be transferred to Millikan High School to be allocated to the Quest program without restriction.

SECTION 3. Amendments to these bylaws can be made by a majority vote of the Quest Board.

ARTICLE XI

FISCAL YEAR AND IRS NUMBER

SECTION 1. The Fiscal Year of this organization shall begin September 1st and end August 31st.

SECTION 2. The Internal Revenue Service Employer Identification number of the Quest Parent Committee is: 95-4636770

KNOW ALL MEN BY THESE PRESENT:

That we, the undersigned, being all of the persons appointed in the articles of incorporation to act as the Advisory Board of the Quest Parent Committee, hereby consent to the forgoing Bylaws, and adopt the same as the Bylaws of said organization.

IN WITNESS WHEREOF, we have hereunto set our hands this 8th day of September, 2005.

NAME Rhonnie Gobas Title: Chair

NAME: Cyndy Diaz Title: Vice-Chair

NAME: Kim Boles Title: Treasurer

THIS IS TO CERTIFY:

That I am the duly elected, qualified and/or acting secretary of the Millikan Quest Parent Committee and that the above and foregoing Bylaws were adopted as the Bylaws of said organization on this 28th day of September 2005 by the persons appointed in the articles of incorporation to act as the directors of said organization.

SIGNED: TITLE: Chair