ARTICLE 1

**Spencer County Project Graduation By-Laws**

ARTICLE 2

Purpose and Function

The purpose of this program is to offer an alternative to student run events involving alcoholic beverages or other drugs, in which organized, adult-supervised and alcohol-free activities are offered as part of a post-**graduation** party. Project Graduation is held the night of their graduation ceremony.

ARTICLE 3

Membership

Membership includes all senior students and their parents or guardians.

Any parent or guardian participating or volunteering at any event involving students must have a background check on file prior to the event.

ARTICLE 4

OFFICERS

1. **The President:**

 1. Shall preside at all meetings of the club.

1. Shall personally represent the club or appoint a delegate as needed.
2. Shall appoint committees and committee chairpersons.
3. Shall effect compliance with the rules, regulations, and policies of the Spencer County Board of Education
4. **B:  The Vice-President:**
	1. Shall have such powers and perform such duties as delegated by the President.
	2. In the absence or disability of the President, he/she shall perform the duties and exercise the powers on the President.
5. **C:  The Secretary:**
	1. Shall keep all minutes of all Board of Directors and membership meetings.
	2. Shall keep such other records as directed by the Board of Directors.
	3. Shall sign with the President, or with the Vice-President, and/ or treasurer all contracts.
	4. Shall perform all the duties usually assigned to the office of Secretary.
6. **D**:  **The Treasurer:**
	1. Shall keep the financial records of the club, collect dues, and authorize payment on approval of the Board. All funds are to be kept at Spencer County High School or Cub Bank
	2. Shall perform all the duties usually assigned to the office of the Treasurer, to the benefit of the Board of directors.

 **E. The Chairmen**

 1. Shall participate in board decisions and attend meetings.

 2. Shall coordinate various fundraising events, and any other task assigned by the president or vice president.

***FINANCES***

A: The funds of this association shall be used to further the purpose expressed in Article II of this Constitution. Only the Spencer County Project Graduation Booster club treasurer or secretary, upon approval of the Board of directors, shall be authorized to disburse funds.

B: This association is organized as a non-profit organization per section 501(c)(3) of the Internal Revenue Code and no member shall have any legal or equitable ownership in any of its funds or property. In the event of the dissolution of this association, any funds or property remaining shall be turned over to the succeeding project graduation organization.

**ARTICLE V**

**Basic Policy and Procedures**

The sole purpose of Project Graduation is to provide a safe and memorable post graduation celebration. The event runs graduation evening from 11:30 p.m. through 6:00 a.m. The evening will offer opportunities to win cash and gift cards through competitive games and will also consist of food and various entertainment based on a student survey. All students must have permission slips signed prior to the event and are required to stay until 6:00 a.m. If a parent chooses to sign a student out, they will not be re-admitted and will forfeit their parting gift bag.

Project graduation is funded through various fundraising activities and donations throughout the year. Everybody will have equal opportunity to contribute for a successful project graduation. All fundraising events will be approved through the schools SBDM and School Board. All approved events will be on file in the minutes of the SBDM and School Board. Fundraising opportunities will be listed on the schools website and on the weekly Principles email. Information will also be available on the “Class of 2016” facebook page and every student will be asked to read, sign and return a copy of the by laws.

Each student will receive a parting gift bag at the end of the night as they leave Project Graduation. The gift bags will include cash and/or gift cards of an unspecified amount. The amounts will be determined on a three-tier system; the tier system is based on volunteering, attending meetings and donations. A standard amount will be given to every student; incentive bonuses will be added to student gift bags based on amount of volunteering and participation in fundraising." The more you and/or your student participate at events the higher the value your senior will receive in their gift bag. The gift bag value will be determined by how much funds are raised through out the year. To ensure that each student is equally taken care of we will meet with family resource and school administration to identify at risk students, to make sure they have the same opportunity to volunteer at events. Again, our main focus is the most amazing, engaging, memorable party of their senior year!

PRESIDENT\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

VICE PRESIDENT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

SECRETARY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

TREASURER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_

CHAIRMAN 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_

CHAIRMAN 2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_

I have read and understand the Project graduation by laws.

Students name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_