



Interact Club of Rivera Early College High School

Constitution and By-Laws

ARTICLE I: NAME OF OFFICERS

Section 1: Name – The name of this organization shall be Interact Club of Rivera Early College High School

Section 1: Office – The principal office of the organization shall be located at Rivera Early College High School. Club meetings and sales will be conducted on premises as determined by the sponsor(s) or students with the approval of the school principal as well as the area administrator.

ARTICLE II: PURPOSES

The purpose of this organization shall be:

1. Rotary members to recognize the positive change implemented by youth and young adults as the fifth Avenue of Service, Youth Service, through an active and personal commitment to empower young people to take action through community and international service, develop leadership skills, and gain a global perspective that fosters world peace and cultural understanding; and for
2. Students and youth to take action through community and international service, discover new cultures and promote international understanding as global citizens, develop skills to become school and community leaders, make friends locally and globally, and have fun while recognizing the importance of Service Above Self.

ARTICLE III: ORGANIZATION

1. The Rotary club sponsor(s) of this Interact club, through a committee of Rotarians, the number of which shall be determined by the Rotary club, shall exercise supervision and control over all activities, programs and policies of this Interact club. In the case of a club composed of a single gender, the committee shall also include one or more responsible adults of the same gender as ex officio members.
2. This club is not a part of, and neither this club nor its members have any rights or privileges with respect to, the sponsor Rotary club(s).
3. This club is a non-political, non-sectarian organization.

4. This Interact will be school-based. Where the Interact club is school-based, control and supervision by the sponsor Rotary club(s) shall be exercised in full cooperation with school authorities, with the understanding that such clubs are subject to the same regulations and policies established by the school authorities for all student organizations and extracurricular activities of the school.

5. To maintain active certified status from RI, this club shall provide the name and contact information of an adult adviser to the club to RI each year no later than 30 June. Failure to submit updated adult contact information to RI in a two-year period will result in termination.

6. This Interact club depends upon the continued active personal participation of the sponsor Rotary club(s). In the event that the sponsor Rotary club is terminated, the governor of the Rotary district must install another sponsor Rotary club; if one cannot be found and reported to RI within 180 days, the Interact club will be terminated.

ARTICLE IV: MEMBERSHIP

Section A: Eligibility - Eligible members should be youth of good character and leadership potential aged 12 to 18 years old or upon graduation, whichever is later.

2. The method of admitting new members to this club, as provided in the bylaws, shall be determined by this club with the approval of sponsor Rotary club(s). The method

3. Membership shall automatically terminate (a) on 30 June of the Rotary year in which a member becomes 18 years old or upon graduation, whichever is later, without contradicting regulations and policies established by the school authorities for school-connected clubs; or (b) upon termination of the club; or (c) upon failure to meet attendance requirements unless excused by the board of directors of this club for good and sufficient reason.

4. Membership may be terminated for cause, as determined by this club by vote of not less than 2/3 of all the members in good standing.

of admitting new members of school-based Interact clubs shall have the approval of the appropriate school authorities.

ARTICLE IV: VOTING

Section A: President – it shall be the duty of the President to:

- Preside at 80% of meetings and activities
- Vote only in case of a tie
- Represent the club
- Appoint committee chairpersons subject to the approval of the Executive Committee
- Serve as an ex-officio member of all committees except the nominating committee
- Perform such other duties as ordinarily pertain to this office

Section B: Vice-President – It shall be the duty of the Vice-President to:

- Preside in the absence of the President
- Serve as chairperson of the Program Committee

Section C: Secretary – It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of the club's records
- Maintain a current roster of membership
- Issue notices of meetings and conduct the general correspondence of the club

Section D: Treasurer – It shall be the duty of the Treasurer to:

- Keep an itemized account of all receipts and expenditures and make reports as directed
- Advisors will process Request for Payment, Deposit Slip, and Officer Signature Forms.

Section E: Historian

- Photograph and properly document club activities and fundraisers.

ARTICLE IV: OFFICERS

Section A: Officers – The officers shall be a President, Vice-President, Secretary, Historian and Treasurer.

Section B: Eligibility – Officers must be Rivera ECHS students with good academic standings.

Section C: Election – The officers shall be elected by ballot at the first meeting of the fall semester by a majority of the vote cast for that office.

Section D: Term – The officers shall serve for one year and their term of office shall end on May 30, 2019.

Section E: Vacancy – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

ARTICLE V: MEETINGS

Section A: Meetings – Regular meetings shall be held monthly during the regular school year.

Section B: Special Meeting – Special meetings may be called by the President with the approval of the Executive Committee.

Section C: Quorum – A quorum shall consist of two-thirds (2/3) of the membership.

Section D: Parliamentary Authority – Robert’s Rules of Orders, shall govern this club in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

Section E: The board of directors shall meet as provided in the bylaws. No meeting of the club or of the board shall be deemed official unless a member of the sponsor Rotary club(s) is in attendance.

Section F: Meetings of the club and of the board of directors may be cancelled during holiday or vacation periods at the discretion of the board of directors, with the approval of the sponsor Rotary club(s).

ARTICLE VI: EXECUTIVE COMMITTEE

Section A: Responsibility – Management of this club shall be vested in an Executive Committee responsible to the entire membership to uphold these bylaws.

Section B: Membership – This committee shall consist of the officers as listed in Article III and the faculty advisors Mr. M. Mares and Mrs. L. Tolman.

Section C: Meetings – This committee shall meet at least once between regular meetings of the club to organize and plan future activities and fundraisers.

ARTICLE VII: ADVISOR

Section A: Selection – there shall be a faculty/staff advisor.

Section B: Duties – The responsibilities of the faculty advisor shall be to:

- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the leader of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.
- Attend regular meetings, executive board meetings as often as schedule allows.
- Assist in the orientation of new officers.
- Explain and clarify campus policy and procedures that apply to the club.
- Maintain contact with the Student Life Office.
- Provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning.

- Assist the club treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.
- Inform club members of those factors that constitute unacceptable behavior on the part of the club members, and the possible consequence of said behaviors.

ARTICLE VIII: COMMITTEES

The president, with the approval of the board, may appoint standing or special committees as necessary or convenient for the administration of the club, citing their duties at the time of appointment. All special committees shall lapse upon the completion of their duties or upon discharge by the president.

Section A: Program Committee – A program committee composed of the Vice-President as chairperson and four other members shall be appointed by the President before the end of spring semester, whose duty shall be to plan the overall program of the club.

Section B: Special Committees – The President shall have the authority to appoint any special committees, with the approval of the Executive Committee, from time to time as need demands.

ARTICLE IX: CONDUCT OF BUSINESS AND FINANCE

The Treasurer will keep an itemized account of all receipts and expenditures and make reports as directed

Advisors will process Request for Payment, Deposit Slip, and Officer Signature Forms.

ARTICLE X: AMENDMENTS

Section A: Selection – these bylaws may be amended by a two-thirds (2/3) majority vote of the chapter membership.

Section B: Notice – All members shall receive advance notice of the proposed amendment at least five days before the meeting. [The time may be extended to the following meeting.]