

**Saddle River Day School
Parents Guild Constitution
Adopted on November 9,1999
Revised by the Head of School and PG on May 23, 2019**

Article I. Name

The name of this organization is the Parents Guild of Saddle River Day School, which serves as a volunteer guild at the behest of the Saddle River Day School.

Article II. Mission Statement

The mission of the Parents Guild of Saddle River Day School is to support Saddle River Day School's philosophy and mission and to provide the aid needed to enhance student and school community development through the volunteer efforts of its members.

Article III. Membership

- Any parent or guardian of a currently enrolled student of the school shall be included in Membership.
- All members are encouraged to attend monthly Parent Guild meetings, serve on committees and support the functions of the Parents Guild.
- All members are entitled to hold office and to vote.
- Twelve attending members shall constitute a quorum necessary for a transaction of business at monthly Parent Guild meetings.

Article IV. Executive Board

The Executive Board of the Parents Guild of Saddle River Day School shall consist of but not limited to:

- President or Co-President(s)
- Vice-President or Co-Vice President(s)
- Recording Secretary
- Corresponding Secretary
- Treasurer
- Past President
- Division Representative(s)
- SRDS Director/Associate Director

The Executive Board shall begin nominations for each ending term position the previous December. Nominations will be reviewed by the Committee and positions will be appointed according to interest, strength and need. Each appointed member shall serve in named position

for such term as provided. The Executive Board shall be presented at the Annual Volunteer Appreciation Breakfast in May, but no later than the end of the current school year.

Article V. Executive Committee

There shall be a Committee of the Parents Guild of Saddle River Day School consisting of the President/Co-Presidents and appointed Directors/Associate Directors of the SRDS Office of Advancement for the purposes of collaboration and support.

Article VI. Parents Guild Committees

Standing Committees of the Parents Guild of Saddle River Day School are served by current Parents Guild members **and supported by the SRDS Office of Advancement.** Committees include, but are not limited to:

- Gala/Community Dinner
- Faculty and Staff Appreciation Breakfast
- Student Appreciation Lunch
- Ladies' Night Out
- Lower School Halloween Trunk or Treat
- New Parent Outreach
- Sunshine Committee
- Amazon Program
- Parent Photographer
- Homecoming
- All School BBQ

Article VII. General Meetings of the Parents Guild

- All meetings of the Parents Guild are open to all members, however, a general meeting of the membership may be called in addition to the monthly meetings at the discretion of the Executive Board and/or Committee.
- Notice of the general meetings will be given to the entire school community and all members are welcome.
- All general meetings of the Parents Guild shall be held at such time and place as may be designated by the Executive Committee and/or the Parents Guild Co-Presidents.
- Twelve members shall constitute a quorum necessary for the transaction of business at the general meetings of the Parents Guild of Saddle River Day School.

Accepted by:

Sarah Felitti-Powell

Sarah Felitti-Powell
Parent Guild Co-president

5/30/19
Date

Debra Acello

Debra Acello
Parent Guild Co-president

5/30/19
Date

Eileen Lambert

Eileen Lambert
SRDS Head of School

May 2019
Date