

# OYSTER RIVER PARENTS AND PRESCHOOLERS BYLAWS

Dear Oyster River Parents & Preschoolers (ORPP) Families,

April 1, 2006

As we continue to grow, it is important for everyone to understand how ORPP works. These Bylaws will provide ORPP Members with basic guidelines about the organization. Each year the ORPP Bylaws will be considered for revision by the Board and input from ORPP Members is always welcome.

Sincerely,

Oyster River Parents & Preschoolers, Board of Directors 2005-2006

Ellen Ervin, Founder  
Emily Slama, Director  
Heather Case, Assistant Director  
Tonya Knightly, Treasurer  
Jill Hardcastle  
Jennifer Serrano  
Susan Haskell  
Tyra Byers  
Brooke Hilyard  
Jenna Roberts

**Mission:** Oyster River Parents & Preschoolers (ORPP) is a non-profit organization that provides opportunities for enrichment, recreation and social interaction to preschoolers and parents who live in the Oyster River Cooperative School District (Durham, Lee, or Madbury, NH).

Our goal is to strengthen the bonds of our community for the benefit of our children's future.

ORPP is a community-based organization and does not have any religious or political affiliation.

**Annual Membership:** Membership is open to any parent/guardian with a preschool age child (birth through kindergarten) who lives in the Oyster River Cooperative School District (Durham, Lee, or Madbury, NH). The ORPP Activity Year is September 1<sup>st</sup> through June 30<sup>th</sup>.

**Potential Members:** If interested in joining, potential members should contact ORPP to receive a Monthly Activity Flyer and Calendar, ORPP Newsletter, and the Annual Membership Form. Potential members must have a personal interest in the organization as outlined under "Annual Membership"; therefore businesses, daycare centers, and childcare providers are ineligible.

**Annual Dues:** Membership dues are \$30/family per Activity Year (September 1 – June 30). Members joining before June 30 may pay \$25/family for membership for the following year. Dues will be prorated as follows: after Jan. 31, \$20/family, after April 1, \$10/family.

**Scholarships:** Families who are in need of a scholarship may contact a board member who will offer a free membership upon board approval.

**Supervision & Transportation:** ORPP does not provide childcare, supervision, or transportation to children and their families. A parent/guardian must attend activities with their children and be responsible for their supervision and safety at all times during activities.

**Guests:** ORPP members may bring an occasional guest to ORPP events. Some activities may fill up early and we reserve the right to give ORPP members first priority over non-member guests for activities where space is limited. Guests remain the responsibility of the ORPP member who will inform the guest of supervision expectations. For safety reasons, no more than one child-guest per adult-member may attend events UNLESS additional child-guests are accompanied by their own

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parent/guardian.

**Activity Attendance:** When you RSVP and "no show" for an activity, you will be responsible to pay the activity fee, if applicable.

If you RSVP and are unable to attend an activity, please call the contact person for that activity ASAP so another ORPP family may attend in your place. When you are unable to attend an activity due to illness, family emergency or unsafe driving conditions, you will be given a full refund of any pre-paid fees after you have notified the activity's contact person.

Attendance sheets need to be signed at most activities. The contact person for the activity will have an attendance sheet or one will be on a clipboard for members to sign in.

**Activity Cancellation/Rescheduling:** If unforeseen circumstances require an activity to be cancelled, every attempt will be made to reschedule that activity or substitute it with a comparable activity. You will be given a full refund of any pre-paid fees if you chose not to attend the rescheduled/alternate activity or if complete cancellation is necessary.

**Board of Directors:** All Board positions are voluntary annual term, from June 15<sup>th</sup> to June 14<sup>th</sup> of the following year with a maximum of three consecutive years. Board Member maximum is eight.

Current Board Members are given the option to renew their position to the Board in March of their present term. On April 1st, all vacant positions are open to current ORPP Members who wish to volunteer. If any vacant positions remain, a nominating committee will seek to fill the positions. If necessary, positions will be filled by election in the spring.

Community Members at large or past ORPP Members are welcome to serve on the Board on a space-available basis if their qualifications will provide purposeful contribution to ORPP.

**Board Purpose:** The purpose of the ORPP Board of Directors includes, but is not limited to: provide administrative guidance, amend and approve bylaws, and to promote community involvement.

**Board Meetings:** ORPP Board Meeting are held every month (except December and June). To remain flexible and accommodate the schedules of Board Members, each meeting date will be arranged during the previous month's meeting. ORPP members will be notified via email prior to the meeting date. All ORPP Members are welcome to attend Board Meetings and anyone interested should contact the ORPP Director or a Board Member. No business will be conducted in front of non-ORPP guests (speakers, community members etc).

**Committee Positions and Specialized Volunteers:** Committee Positions and Specialized Volunteers are open to current ORPP Members. These positions are for one year, from June 15<sup>th</sup> to June 14<sup>th</sup> of the following year. Anyone interested in volunteering for ORPP should contact the Director or a Board Member.