**CONSTITUTION OF BUFFALO DIOCESAN FEDERATION OF**

**HOME–SCHOOL ASSOCIATIONS**

**Article I Name**

The name of this organization will be the Buffalo Diocesan Federation of Home-School Associations.

**Article II Purpose**

Hereafter theBuffalo Diocesan Federation of Home-School Associations shall be known as “the Association”.

The objectives of the Association will be:

1. To advance Catholic education and the welfare of school children of this diocese.
2. To promote a clearer understanding of the mutual educational responsibilities of parent and teachers.
3. To enrich and strengthen the programs of affiliated Home-School Associations by providing useful information and program aids.
4. To coordinate the programs of affiliated Home-School Associations by providing a forum for the exchange of ideas.
5. To serve as a liaison with civic, educational, religious and governmental agencies for affiliated Home-School Associations.
6. To provide a united voice for the legitimate educational interests of students in the schools of affiliated Home-School Associations.

**Article III Membership**

The Superintendent of Schools and/or his/her representative shall serve as the Diocesan Moderator of the Diocesan Federation of Home-School Association.

***Section 1***

The membership of this Federation shall consist of all Home-School Associations in the Diocese of Buffalo.

***Section 2* Delegates**

Each Home-School Association shall have three (3) delegates: the Home-School President, and two (2) other delegates to be chosen by individual Home-School Associations.

***Section 3* Dues**

Dues are collected by the local Home-School Association and paid to the Federation no later than October 15th of each fiscal year at $25.00 per school.

**Article IV Executive Board**

The Executive Board shall consist of:

1. Diocesan Advisor
2. Diocesan Moderator
3. Principal Advisor
4. Pastoral Advisor
5. Colloquium Representatives
6. At large representatives (3)

***Section 1***

The Diocesan Moderator, Diocesan Advisor, and Pastoral Advisor shall be appointed by the Superintendent of Schools.

***Section 2***

The Principal Advisor shall be appointed by the Executive Council of Principals.

***Section 3***

To be qualified to hold the position of Colloquium Representative, one must be president of a Diocesan School Home School Association.

***Section 4***

Colloquium Representatives must have the recommendation of the school principal. There may be no more than two representatives per area.

***Section 5***

The role of the Executive Board is to schedule and coordinate all meetings and activities of the Federation and to further the objectives of the Federation.

***Section 6***

Executive Board members are expected to attend all general meetings and activities and all Executive Board meetings. Motions made at the Executive Board meetings shall be carried by a simple majority vote of the colloquium and at large representatives present.

**Article V Colloquium Representative Responsibilities**

1. To attend all Executive Board meetings, and General Membership meetings/activities.
2. To assist in the planning and implementation of all meetings/activities.
3. To become aware of the needs of the affiliated Home-School Associations.
4. To promote a network of shared ideas between affiliated Home-School Associations.
5. To promote and support educational legislation that will benefit Diocesan Catholic school students.
6. To represent the Federation on Diocesan committees or sub-committees.

**Article VI General Meeting**

***Section 1***

There shall be a minimum of two (2) general membership meetings of the federation each year, and/or general membership activities (workshops, seminars, etc.), and may be described as the following:

* Annual Fall Meeting-all members
* Optional Regional Meeting

***Section 2***

Unless otherwise provided for, Robert’s Rules of Order shall be followed in regulating the proceedings of the meeting.

***Section 3***

1. Each Home-School Association is to be represented by its delegates at all General Federation meetings/activities.
2. Each delegate has one vote.
3. Pastors, principals, and all parents are welcome to attend.

***Section 4***

40% of paid member schools present shall constitute a quorum. One delegate from a school shall constitute representation.

**Article VII Executive Board Meetings**

1. A schedule of Executive Board meetings for the fiscal year beginning September 1st and ending with August 31st shall be published within the organization prior to 1st of each year.
2. The Executive Board will hold a minimum of four (4) meetings.

**Article VIII Amendments and Revisions**

This constitution may be amended by a majority vote of delegates present at any regular meeting.

**Article IX**

Should the Association be dissolved at any time for any reason, any remaining funds will be disbursed among member schools after obligations are met.

Revised – 11/4/2013