

**BYLAWS**

**OF**

**GATE PARENTS GROUP OF THE SAN MATEO  
UNION HIGH SCHOOL DISTRICT**

## TABLE OF CONTENTS

<b>ARTICLE 1</b>	<b>OFFICES . . . . .</b>	<b>1</b>
	SECTION 1. PRINCIPAL OFFICE . . . . .	1
	SECTION 2. CHANGE OF ADDRESS . . . . .	1
	SECTION 3. OTHER OFFICES . . . . .	1
<b>ARTICLE 2</b>	<b>PURPOSES . . . . .</b>	<b>1</b>
	SECTION 1. OBJECTIVES AND PURPOSES . . . . .	1
<b>ARTICLE 3</b>	<b>DIRECTORS . . . . .</b>	<b>1</b>
	SECTION 1. NUMBER . . . . .	1
	SECTION 2. POWERS . . . . .	2
	SECTION 3. DUTIES . . . . .	3
	SECTION 4. TERMS OF OFFICE . . . . .	4
	SECTION 5. RESTRICTION REGARDING INTERESTED DIRECTORS . . . . .	4
	SECTION 6. PLACE OF MEETINGS . . . . .	4
	SECTION 7. ANNUAL DIRECTORS' MEETINGS . . . . .	5
	SECTION 8. OTHER REGULAR MEETINGS . . . . .	5
	SECTION 9. SPECIAL MEETINGS . . . . .	5
	SECTION 10. NOTICE OF MEETINGS . . . . .	6
	SECTION 11. CONTENTS OF NOTICE . . . . .	6
	SECTION 12. WAIVER OF NOTICE AND CONSENT TO HOLDING MEETINGS . . . . .	6
	SECTION 13. QUORUM FOR MEETINGS . . . . .	6
	SECTION 14. MAJORITY ACTION AS BOARD ACTION . . . . .	7
	SECTION 15. CONDUCT OF MEETINGS . . . . .	7
	SECTION 16. ACTION BY UNANIMOUS WRITTEN CONSENT WITHOUT MEETING . . . . .	8
	SECTION 17. VACANCIES . . . . .	8
	SECTION 18. NON-LIABILITY OF DIRECTORS . . . . .	9
	SECTION 19. INDEMNIFICATION BY CORPORATION OF DIRECTORS, OFFICERS, EMPLOYEES AND OTHER AGENTS . . . . .	9
	SECTION 20. INSURANCE FOR CORPORATE AGENTS . . . . .	10
<b>ARTICLE 4</b>	<b>OFFICERS . . . . .</b>	<b>10</b>
	SECTION 1. NUMBER OF OFFICERS . . . . .	10
	SECTION 2. QUALIFICATION, ELECTION, AND TERM OF OFFICE . . . . .	10
	SECTION 3. SUBORDINATE OFFICERS . . . . .	10
	SECTION 4. REMOVAL AND RESIGNATION . . . . .	11
	SECTION 5. VACANCIES . . . . .	11
	SECTION 6. DUTIES OF PRESIDENT . . . . .	11
	SECTION 7. DUTIES OF VICE PRESIDENT . . . . .	11
	SECTION 8. DUTIES OF SECRETARY . . . . .	12

	SECTION 9. DUTIES OF TREASURER . . . . .	12
	SECTION 10. COMPENSATION . . . . .	13
<b>ARTICLE 5</b>	<b>COMMITTEES . . . . .</b>	<b>14</b>
	SECTION 1. EXECUTIVE COMMITTEE . . . . .	14
	SECTION 2. OTHER COMMITTEES . . . . .	14
	SECTION 3. MEETINGS AND ACTION OF COMMITTEES . . . . .	15
<b>ARTICLE 6</b>	<b>EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS . . . . .</b>	<b>15</b>
	SECTION 1. EXECUTION OF INSTRUMENTS . . . . .	15
	SECTION 2. CHECKS AND NOTES . . . . .	15
	SECTION 3. DEPOSITS . . . . .	16
	SECTION 4. GIFTS . . . . .	16
<b>ARTICLE 7</b>	<b>CORPORATE RECORDS, REPORTS AND SEAL . . . . .</b>	<b>16</b>
	SECTION 1. MAINTENANCE OF CORPORATE RECORDS . . . . .	16
	SECTION 2. CORPORATE SEAL . . . . .	16
	SECTION 3. DIRECTORS' INSPECTION RIGHTS . . . . .	16
	SECTION 4. RIGHT TO COPY AND MAKE EXTRACTS . . . . .	17
	SECTION 5. ANNUAL REPORT . . . . .	17
	SECTION 6. ANNUAL STATEMENT OF SPECIFIC TRANSACTIONS TO DIRECTORS . . . . .	17
<b>ARTICLE 8</b>	<b>FISCAL YEAR . . . . .</b>	<b>18</b>
	SECTION 1. FISCAL YEAR OF THE CORPORATION . . . . .	18
<b>ARTICLE 9</b>	<b>AMENDMENT OF BYLAWS . . . . .</b>	<b>19</b>
	SECTION 1. AMENDMENT . . . . .	19
<b>ARTICLE 10</b>	<b>AMENDMENT OF ARTICLES . . . . .</b>	<b>19</b>
	SECTION 1. AMENDMENT OF ARTICLES BEFORE ADMISSION OF MEMBERS . . . . .	19
	SECTION 2. AMENDMENT OF ARTICLES AFTER ADMISSION OF MEMBERS . . . . .	19
	SECTION 3. CERTAIN AMENDMENTS . . . . .	19
<b>ARTICLE 11</b>	<b>PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS . . . . .</b>	<b>19</b>
	SECTION 1. PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS . . . . .	19
<b>ARTICLE 12</b>	<b>MEMBERS . . . . .</b>	<b>20</b>
	SECTION 1. DETERMINATION OF MEMBERS . . . . .	20

**BYLAWS  
OF  
GATE PARENTS GROUP OF THE SAN MATEO UNION  
HIGH SCHOOL DISTRICT**

**A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION**

**ARTICLE 1  
OFFICES**

**SECTION 1. PRINCIPAL OFFICE**

The Corporation shall maintain a principal office or place of business and shall have a resident agent in charge thereof, on whom service of legal process against the Corporation may be made in accordance with California General Corporation Law. The location of the principal office and resident agent may be changed from time to time by the Board of Directors (herein called the "Board") as the Board may deem appropriate.

**SECTION 2. CHANGE OF ADDRESS**

The Board of Directors may change the location of the principal executive office to any place within or outside of California. If the principal executive office is located outside California, the Board shall fix and designate a principal business address in California.

**SECTION 3. OTHER OFFICES**

The Corporation may also have offices at such other places, within or without the State of California, where it is qualified to do business, as its business may require and as the Board of Directors may, from time to time, designate.

**ARTICLE 2  
PURPOSES**

**SECTION 1. OBJECTIVES AND PURPOSES**

The primary objective and purpose of this Corporation shall be to develop programs and provide enrichment opportunities to identified gifted and talented students in the San Mateo Union High School District.

(e) Adopt, amend, and repeal the Bylaws of the Corporation.

(f) Pay pensions, and establish and carry out pension, deferred compensation, saving, thrift and other retirement, incentive and benefit plans, trusts and other provisions for any or all of its directors, officers, employees, and persons providing services to it or any of its subsidiary or related or associated corporations, and to indemnify and purchase and maintain insurance on behalf of any fiduciary of such plans, trusts, or provisions.

(g) Make donations for the public welfare or for community funds, hospital, charitable, educational, scientific, civic, religious or similar purposes.

(h) Assume obligations, enter into contracts, including contracts of guaranty or suretyship, incur liabilities, borrow or lend money or otherwise use its credit, and secure any of its obligations, contracts or liabilities by mortgage, pledge or other encumbrance of all or any part of its property and income.

(i) Participate with others in any partnership, joint venture or other association, transaction or arrangement of any kind whether or not such participation involves sharing or delegation of control with or to others.

(j) Act as trustee under any trust incidental to the principal objects of the Corporation, and receive, hold, administer, exchange, and expend funds and property subject to such trust.

(k) Carry on business at a profit and apply any profit that results from the business activity to any activity in which it may lawfully engage.

### **SECTION 3. DUTIES**

In addition to the powers set forth herein, it shall be the duty of the directors to:

(a) Perform any and all duties imposed on them collectively or individually by law, by the Articles of Incorporation of this Corporation, or by these Bylaws;

(b) Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the Corporation;

## **ARTICLE 3 DIRECTORS**

### **SECTION 1. NUMBER**

The number of the initial directors shall be four. Thereafter, the authorized number of directors shall be not less than seven (7) nor more than twenty (20). The exact number may be changed within those limits by action of the Board of Directors.

The minimum and maximum numbers cannot be changed, nor can a fixed number be substituted for the minimum and maximum numbers, except by an Amendment to this Bylaw approved by a majority of the directors then in office.

### **SECTION 2. POWERS**

Subject to the provisions of the California Nonprofit Public Benefit Corporation Law and any limitations in the Articles of Incorporation and Bylaws, the activities and affairs of this Corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors.

Without prejudice to these general powers, but subject to the same limitations, the Board of Directors shall have the following powers:

(a) To select and remove all officers, agents, and employees of the Corporation, prescribe any powers and duties for them as may not be inconsistent with law, the Articles of Incorporation, or these Bylaws, fix their compensation, and require from them security for faithful service.

(b) To change the principal executive office or the principal business office in the State of California from one location to another, qualify the Corporation to do business in any other state, territory, dependency, or country, conduct business within or outside the State of California, and designate any place within or outside the State of California for the holding of any directors' meeting.

(c) To conduct, manage and control the affairs and business of the Corporation and to make such rules and regulations therefor not inconsistent with law, the Articles of Incorporation or these Bylaws.

(d) To adopt, use, and at will alter the corporate seal. Failure to affix a seal does not affect the validity of any instrument.

(c) Supervise all officers, agents and employees of the Corporation to assure that their duties are performed properly;

(d) Meet at such times and places as required by these Bylaws;

(e) Register their addresses with the Secretary of the Corporation, and notices of meetings mailed or telegraphed to them at such addresses shall be valid notices thereof.

#### **SECTION 4. TERMS OF OFFICE**

Directors shall be elected at each annual directors' meeting, to hold office until the next annual meeting. Election of directors by written consent without a meeting requires the unanimous written consent of the directors then in office. Each director, including a director elected to fill a vacancy, shall hold office until the expiration of the term for which elected and until a successor has been elected and qualified.

No reduction of the authorized number of directors shall have the effect of removing any director before his or her term of office expires.

#### **SECTION 5. RESTRICTION REGARDING INTERESTED DIRECTORS**

Notwithstanding any other provision of these Bylaws, not more than forty-nine percent (49%) of the persons serving on the Board may be interested persons. For purposes of this Section, "interested persons" means either:

(a) Any person currently being compensated by the Corporation for services rendered it within the previous twelve (12) months, whether as a full- or part-time officer or other employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; or

(b) Any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such person.

## **SECTION 6. PLACE OF MEETINGS**

Meetings shall be held at the principal office of the Corporation unless otherwise provided by the Board or at such place within or without the State of California which has been designated from time to time by resolution of the Board of Directors. In the absence of such designation, any meeting not held at the principal office of the Corporation shall be valid only if held on the written consent of all directors given either before or after the meeting and filed with the Secretary of the Corporation or after all Board members have been given written notice of the meeting as hereinafter provided for special meetings of the Board. Any meeting, regular or special, may be held by conference telephone or similar communications equipment, so as long as all directors participating in such meeting can hear one another.

## **SECTION 7. ANNUAL DIRECTORS' MEETINGS**

Annual meetings of the directors shall be held each year on the third Tuesday in May at 11:00 a.m. or on such other date or such other time as may be fixed by the Board, provided, however, if this date falls on a legal holiday, then the meeting shall be held at the same time and place on the next succeeding full business day. At this meeting, directors shall be elected and any other proper business within the power of the Board may be transacted.

The first order of business at the annual meeting shall be the election of Directors to serve for the ensuing year. The directors in office the day preceding the annual meeting shall constitute all of the directors entitled to vote at the annual meeting for the purpose of electing directors to serve for the ensuing year.

Each nominee shall be considered separately, and shall be elected only by the approval of a majority of the Directors entitled to vote at the annual meeting for the purpose of electing directors to serve for the ensuing year as set forth hereinabove.

When voting, each director shall cast one vote, with voting being by ballot only.

Once the directors have been elected to serve for the ensuing year, all of the directors, including those elected at the annual meeting, shall be entitled to vote regarding any other proper business presented at the meeting that is within the power of the Board of Directors to transact.



## **SECTION 8. OTHER REGULAR MEETINGS**

Other regular meetings of the Board shall be held without call at times to be fixed by resolution of the Board from time to time. Such regular meetings may be held without notice.

## **SECTION 9. SPECIAL MEETINGS**

Special meetings of the Board of Directors may be called by the Chairperson of the Board, the President, the Vice President, the Secretary, or by any two directors, and such meetings shall be held at the place, within or without the State of California, designated by the person or persons calling the meeting, and in the absence of such designation, at the principal office of the Corporation.

## **SECTION 10. NOTICE OF MEETINGS**

Regular meetings of the Board may be held without notice. Special meetings of the Board shall be held upon four (4) days' notice by first-class mail or forty-eight (48) hours' notice delivered personally or by telephone or telegraph. If sent by mail or telegraph, the notice shall be deemed to be delivered on its deposit in the mails or on its delivery to the telegraph company. Such notices shall be addressed to each director at his or her address as shown on the books of the Corporation. Notice of the time and place of holding an adjourned meeting need not be given to absent directors if the time and place of the adjourned meeting are fixed at the meeting adjourned and if such adjourned meeting is held no more than twenty-four (24) hours from the time of the original meeting. Notice shall be given of any adjourned regular or special meeting to directors absent from the original meeting if the adjourned meeting is held more than twenty-four (24) hours from the time of the original meeting.

## **SECTION 11. CONTENTS OF NOTICE**

Notice of meetings not herein dispensed with shall specify the place, day and hour of the meeting. The purpose of any Board meeting need not be specified in the notice.

## **SECTION 12. WAIVER OF NOTICE AND CONSENT TO HOLDING MEETINGS**

The transactions of any meeting of the Board, however called and noticed or wherever held, are as valid as though the meeting had been duly held after proper call and notice, provided a quorum, as hereinafter defined, is present and provided that either before or after the meeting each

director not present signs a waiver of notice, a consent to holding the meeting, or an approval of the minutes thereof. All such waivers, consents, or approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

### **SECTION 13. QUORUM FOR MEETINGS**

A majority of the directors of the corporation then in office, having been duly elected and qualified, shall constitute a quorum for the transaction of business, except for adjournment. However, a quorum shall not be less than one-fifth the number of directors authorized in the article or bylaws, or less than two, whichever is larger, unless the number of directors authorized in the articles or bylaws is one, in which case one director constitutes a quorum.

Except as otherwise provided in these Bylaws or in the Articles of Incorporation of this Corporation, or by law, no business shall be considered by the Board at any meeting at which a quorum, as hereinafter defined, is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn. However, a majority of the directors present at such meeting may adjourn from time to time until the time fixed for the next regular meeting of the Board.

When a meeting is adjourned for lack of a quorum, it shall not be necessary to give any notice of the time and place of the adjourned meeting or of the business to be transacted at such meeting, other than by announcement at the meeting at which the adjournment is taken, except as provided in Section 11 of this Article.

The directors present at a duly called and held meeting at which a quorum is initially present may continue to do business notwithstanding the loss of a quorum at the meeting due to a withdrawal of directors from the meeting, provided that any action thereafter taken must be approved by at least a majority of the required quorum for such meeting or such greater percentage as may be required by law, or the Articles of Incorporation or Bylaws of this Corporation.

### **SECTION 14. MAJORITY ACTION AS BOARD ACTION**

Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present is the act of the Board of Directors, unless the Articles of Incorporation or Bylaws of this Corporation, or provisions of the California Nonprofit Public Benefit Corporation Law, particularly those provisions relating to appointment of committees (Section 5212),

approval of contracts or transactions in which a director has a material financial interest (Section 5233) and indemnification of directors (Section 5238e), require a greater percentage or different voting rules for approval of a matter by the Board.

#### **SECTION 15. CONDUCT OF MEETINGS**

Meetings of the Board of Directors shall be presided over by the Chairperson of the Board, or, if no such person has been so designated or, in his or her absence, the President of the Corporation or, in his or her absence, by the Vice President of the Corporation or, in the absence of each of these persons, by a Chairperson chosen by a majority of the directors present at the meeting. The Secretary of the Corporation shall act as secretary of all meetings of the Board, provided that, in his or her absence, the presiding officer shall appoint another person to act as Secretary of the Meeting.

#### **SECTION 16. ACTION BY UNANIMOUS WRITTEN CONSENT WITHOUT MEETING**

Any action required or permitted to be taken by the Board of Directors under any provision of law may be taken without a meeting, if all members of the Board shall individually or collectively consent in writing to such action. For the purposes of this Section only, "all members of the Board" shall not include any "interested director" as defined in Section 5233 of the California Nonprofit Public Benefit Corporation Law. Such written consent or consents shall be filed with the minutes of the proceedings of the Board. Such action by written consent shall have the same force and effect as the unanimous vote of the directors. Any certificate or other document filed under any provision of law which relates to action so taken shall state that the action was taken by unanimous written consent of the Board of Directors without a meeting and that the Bylaws of this Corporation authorize the directors to so act, and such statement shall be prima facie evidence of such authority.

#### **SECTION 17. VACANCIES**

A vacancy on the Board of Directors shall exist (1) on the death, resignation or removal of any director; (2) whenever the number of authorized directors is increased; and (3) if at a directors' meeting the directors fail to elect the full authorized number of directors.

The Board of Directors may declare vacant the office of a director who has been declared of unsound mind by a final order of court, or convicted of a felony, or been found by a final order or judgment of any court to have breached any duty under Section 5230 and following of the California Nonprofit Public Benefit Corporation Law.

Directors may be removed without cause by a majority of the directors then in office.

Any director may resign effective upon giving written notice to the Chairperson of the Board, the President, the Secretary, or the Board of Directors, unless the notice specifies a later time for the effectiveness of such resignation. No director may resign if the Corporation would then be left without a duly elected director or directors in charge of its affairs, except upon notice to the Attorney General.

Vacancies on the Board may be filled by approval of the Board or, if the number of directors then in office is less than a quorum, by (1) the unanimous written consent of the directors then in office, (2) the affirmative vote of a majority of the directors then in office at a meeting held pursuant to notice or waivers of notice complying with this Article of these Bylaws, or (3) a sole remaining director.

A person elected to fill a vacancy as provided by this Section shall hold office until the next annual election of the Board of Directors or until his or her death, resignation or removal from office.

#### **SECTION 18. NON-LIABILITY OF DIRECTORS**

The directors shall not be personally liable for the debts, liabilities, or other obligations of the Corporation.

#### **SECTION 19. INDEMNIFICATION BY CORPORATION OF DIRECTORS, OFFICERS, EMPLOYEES AND OTHER AGENTS**

The Corporation may indemnify a director, officer or employee and other agents under the provisions of Section 5238 of the California Nonprofit Public Benefit Corporation Law, or pursuant to any contract entered into with any employee or agent who is not an officer or director.

Expenses incurred in defending any proceeding may be advanced by the Corporation as authorized in Section 5238 of the California Nonprofit Public Benefit Corporation Law prior to the final disposition of such proceeding, upon

receipt of an undertaking by or on behalf of the director, officer, employee or agent to repay such amount unless it shall be determined ultimately that the director, officer, employee or agent is entitled to be indemnified.

The Corporation may purchase and maintain insurance on behalf of any director, officer, employee or agent of the Corporation against any liability asserted against or incurred by the director, officer, employee or agent in such capacity or arising out of the director's, officer's, employee's or agent's status as such, whether or not the Corporation would have power to indemnify the director, officer, employee or agent against such liability under the provisions of Section 5238 of the California Nonprofit Public Benefit Corporation Law, except as provided in subdivision (i) of Section 5238 of the California Nonprofit Public Benefit Corporation law.

## **SECTION 20. INSURANCE FOR CORPORATE AGENTS**

The Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation (including a director, officer, employee or other agent of the Corporation) against any liability other than for violating provisions of law relating to self-dealing (Section 5233 of the California Nonprofit Public Benefit Corporation Law) asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of Section 5238 of the California Nonprofit Public Benefit Corporation Law.

## **ARTICLE 4 OFFICERS**

### **SECTION 1. NUMBER OF OFFICERS**

The officers of the Corporation shall be a President, a Secretary, and a Chief Financial Officer who shall be designated the Treasurer. The Corporation may also have, as determined by the Board of Directors, a Chairperson of the Board, one or more Vice Presidents, Assistant Secretaries, Assistant Treasurers, or other officers. Any number of offices may be held by the same person except that neither the Secretary nor the Treasurer may serve as the President or Chairperson of the Board.

## **SECTION 2. QUALIFICATION, ELECTION, AND TERM OF OFFICE**

Any person may serve as officer of this Corporation. The officers of the Corporation (except for subordinate officers appointed in accordance with the provisions below) shall be elected annually by the Board of Directors. Each officer shall hold office until he or she resigns or is removed or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever occurs first.

## **SECTION 3. SUBORDINATE OFFICERS**

The Board of Directors may appoint such other officers or agents as it may deem desirable, and such officers shall serve such terms, have such authority, and perform such duties as may be prescribed from time to time by the Board of Directors.

## **SECTION 4. REMOVAL AND RESIGNATION**

Any officer may be removed, either with or without cause, by the Board of Directors, at any time. Any officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary of the Corporation. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. The above provisions of this Section shall be superseded by any conflicting terms of a contract which has been approved or ratified by the Board of Directors relating to the employment of any officer of the Corporation.

## **SECTION 5. VACANCIES**

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any officer shall be filled by the Board of Directors. In the event of a vacancy in any office other than that of President, such vacancy may be filled temporarily by appointment by the President until such time as the Board shall fill the vacancy. Vacancies occurring in offices of officers appointed at the discretion of the Board may or may not be filled as the Board shall determine.

## **SECTION 6. DUTIES OF PRESIDENT**

The President shall be the chief executive officer of the Corporation and shall, subject to the control of the Board of Directors, supervise and control the affairs of the Corporation and the activities of the officers. He or she shall perform all duties incident to his or her office and such other duties as may be required by law, by the Articles of Incorporation of this Corporation, or by these Bylaws, or which may be prescribed from time to time by the Board of Directors. Unless another person is specifically appointed as Chairperson of the Board of Directors, he or she shall preside at all meetings of the Board of Directors. Except as otherwise expressly provided by law, by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the Corporation, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Board of Directors.

## **SECTION 7. DUTIES OF VICE PRESIDENT**

In the absence of the President, or in the event of his or her inability or refusal to act, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice President shall have other powers and perform such other duties as may be prescribed by law, by the Articles of Incorporation, or by these Bylaws, or as may be prescribed by the Board of Directors.

## **SECTION 8. DUTIES OF SECRETARY**

The Secretary shall:

Certify and keep at the principal office of the Corporation the original, or a copy of these Bylaws as amended or otherwise altered to date.

Keep at the principal office of the Corporation or at such other place as the Board may determine, a book of minutes of all meetings of the directors, and, if applicable, meetings of committees of directors and of members, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the meeting, and the proceedings thereof.

See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.

Be custodian of the records and of the seal of the Corporation and see that the seal is affixed to all duly executed documents, the execution of which on behalf of the Corporation under its seal is authorized by law or these Bylaws.

Exhibit at all reasonable times to any director of the Corporation, or to his or her agent or attorney, on request therefor, the Bylaws, the membership book, and the minutes of the proceedings of the directors of the Corporation.

In general, perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation of this Corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

#### **SECTION 9. DUTIES OF TREASURER**

Subject to the provisions of these Bylaws relating to the "Execution of Instruments, Deposits and Funds," the Treasurer shall:

Have charge and custody of, and be responsible for, all funds and securities of the Corporation, and deposit all such funds in the name of the Corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors.

Receive, and give receipt for, monies due and payable to the Corporation from any source whatsoever.

Disburse, or cause to be disbursed, the funds of the Corporation as may be directed by the Board of Directors, taking proper vouchers for such disbursements.

Keep and maintain adequate and correct accounts of the Corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses.

Exhibit at all reasonable times the books of account and financial records to any director of the Corporation, or to his or her agent or attorney, on request therefor.

Render to the President and directors, whenever requested, an account of any or all of his or her transactions as Treasurer and of the financial condition of the Corporation.



Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.

In general, perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation of the Corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

## **SECTION 10. COMPENSATION**

The salaries of the officers, if any, shall be fixed from time to time by resolution of the Board of Directors, and no officer shall be prevented from receiving such salary by reason of the fact that he or she is also a director of the Corporation, provided, however, that such compensation paid a director for serving as an officer of this Corporation shall only be allowed if permitted under the provisions of Article 3, Section 6 of these Bylaws. In all cases, any salaries received by officers of this Corporation shall be reasonable and given in return for services actually rendered for the Corporation which relate to the performance of the charitable or public purposes of this Corporation.

## **ARTICLE 5 COMMITTEES**

### **SECTION 1. EXECUTIVE COMMITTEE**

The Board of Directors may, by a majority vote of directors, designate two (2) or more of the officers of the Corporation to constitute an Executive Committee and delegate to such Committee any of the powers and authority of the Board in the management of the business and affairs of the Corporation, except with respect to:

(a) The approval of any action which, under law or the provisions of these Bylaws, requires the approval of a majority of all of the directors.

(b) The filling of vacancies on the Board or on any committee which has the authority of the Board.

(c) The amendment or repeal of Bylaws or the adoption of new Bylaws.

(d) The amendment or repeal or any resolution of the Board which by its express terms is not so amendable or repealable.

(e) The appointment of committees of the Board or the members thereof.

(f) The expenditure of corporate funds to support a nominee for director after there are more people nominated for director than can be elected.

(g) The approval of any transaction to which this Corporation is a party and in which one or more of the directors has a material financial interest, except as expressly provided in Section 5233(d)(3) of the California Nonprofit Public Benefit Corporation Law.

By a majority vote of its directors, the Board may at any time revoke or modify any or all of the authority so delegated, increase or decrease but not below two (2) the number of its members, and fill vacancies therein from the members of the Board. The Committee shall keep regular minutes of its proceedings, cause them to be filed with the corporate records, and report the same to the Board from time to time as the Board may require.

## **SECTION 2. OTHER COMMITTEES**

The Corporation shall have such other committees as may from time to time be designated by resolution of the Board of Directors. Such other committees may consist of persons who are not also members of the Board. These additional committees shall act in an advisory capacity only to the Board and shall be clearly titled as "advisory" committees.

## **SECTION 3. MEETINGS AND ACTION OF COMMITTEES**

Meetings and action of committees shall be governed by, noticed, held and taken in accordance with the provisions of these Bylaws concerning meetings of the Board of Directors, with such changes in the context of such Bylaw provisions as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be fixed by resolution of the Board of Directors or by the committee. The time for special meetings of committees may also be fixed by the Board of Directors. The Board of Directors may also adopt rules and regulations pertaining to the conduct of meetings of committees to the extent that such rules and regulations are not inconsistent with the provisions of these Bylaws.

**ARTICLE 6**  
**EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS**

**SECTION 1. EXECUTION OF INSTRUMENTS**

The Board of Directors, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the Corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

**SECTION 2. CHECKS AND NOTES**

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Corporation shall be signed by the Treasurer and countersigned by the President of the Corporation.

**SECTION 3. DEPOSITS**

All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

**SECTION 4. GIFTS**

The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the charitable or public purposes of this Corporation.

**ARTICLE 7**  
**CORPORATE RECORDS, REPORTS AND SEAL**

**SECTION 1. MAINTENANCE OF CORPORATE RECORDS**

The Corporation shall keep at its principal office in the State of California:

(a) Minutes of all meetings of directors and committees of the Board indicating the time and place of holding such meetings, whether regular or special, how

called, the notice given, and the names of those present and the proceedings thereof;

(b) Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses;

(c) A copy of the Corporation's Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the officers and directors of the Corporation at all reasonable times during office hours.

## **SECTION 2. CORPORATE SEAL**

The Board of Directors may adopt, use, and at will alter, a corporate seal. Such seal shall be kept at the principal office of the Corporation. Failure to affix the seal to corporate instruments, however, shall not affect the validity of any such instrument.

## **SECTION 3. DIRECTORS' INSPECTION RIGHTS**

Every director shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the Corporation.

## **SECTION 4. RIGHT TO COPY AND MAKE EXTRACTS**

Any inspection under the provisions of this Article may be made in person or by agent or attorney and the right to inspection includes the right to copy and make extracts.

## **SECTION 5. ANNUAL REPORT**

The Board shall cause an annual report to be furnished not later than one hundred and twenty (120) days after the close of the Corporation's fiscal year to all directors of the Corporation, which report shall contain the following information in appropriate detail:

(a) The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year;

(b) The principal changes in assets and liabilities, including trust funds, during the fiscal year;

(c) The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes, for the fiscal year;

(d) The expenses or disbursements of the Corporation, for both general and restricted purposes, during the fiscal year;

(e) Any information required by Section 7 of this Article.

The annual report shall be accompanied by any report thereon of independent accountants, or, if there is no such report, the certificate of an authorized officer of the Corporation that such statements were prepared without audit from the books and records of the Corporation.

#### **SECTION 6. ANNUAL STATEMENT OF SPECIFIC TRANSACTIONS TO DIRECTORS**

This Corporation shall mail or deliver to all directors a statement within one hundred and twenty (120) days after the close of its fiscal year which briefly describes the amount and circumstances of any indemnification or transaction of the following kind:

(a) Any transaction in which the Corporation, or its parent or its subsidiary, was a party, and in which either of the following had a direct or indirect material financial interest:

(1) Any director or officer of the Corporation, or its parent or subsidiary (a mere common directorship shall not be considered a material financial interest); or

(2) Any holder of more than ten percent (10%) of the voting power of the Corporation, its parent or its subsidiary.

The above statement need only be provided with respect to a transaction during the previous fiscal year involving more than FIFTY THOUSAND DOLLARS (\$50,000) or which was one of a number of transactions with the same persons involving, in the aggregate, more than FIFTY THOUSAND DOLLARS (\$50,000).

Similarly, the statement need only be provided with respect to indemnifications or advances aggregating more than TEN THOUSAND DOLLARS (\$10,000) paid during the previous fiscal year to any director or officer, except that no such statement need be made if such indemnification was approved

by the members pursuant to Section 5238(e)(2) of the California Nonprofit Public Benefit Corporation Law.

Any statement required by this Section shall briefly describe the names of the interested persons involved in such transactions, stating each person's relationship to the Corporation, the nature of such person's interest in the transaction and, where practical, the amount of such interest, provided that in the case of a transaction with a partnership of which such person is a partner, only the interest of the partnership need be stated.

## **ARTICLE 8 FISCAL YEAR**

### **SECTION 1. FISCAL YEAR OF THE CORPORATION**

The fiscal year of the Corporation shall end on the last day of July in each year.

## **ARTICLE 9 AMENDMENT OF BYLAWS**

### **SECTION 1. AMENDMENT**

Subject to any provision of law applicable to the amendment of Bylaws of public benefit nonprofit corporations, these Bylaws, or any of them, may be altered, amended, or repealed and new Bylaws adopted by approval of a majority of the Board of Directors.

## **ARTICLE 10 AMENDMENT OF ARTICLES**

### **SECTION 1. AMENDMENT OF ARTICLES BEFORE ADMISSION OF MEMBERS**

Before any members have been admitted to the Corporation, any amendment of the Articles of Incorporation may be adopted by approval of the Board of Directors.

### **SECTION 2. AMENDMENT OF ARTICLES AFTER ADMISSION OF MEMBERS**

After members, if any, have been admitted to the Corporation, amendment of the Articles of Incorporation may be adopted by the approval of the Board of Directors and by the approval of the members of this Corporation.

### **SECTION 3. CERTAIN AMENDMENTS**

Notwithstanding the above sections of this Article, this Corporation shall not amend its Articles of Incorporation to alter any statement which appears in the original Articles of Incorporation of the names and addresses of the first directors of this Corporation nor the name and address of its initial agent, except to correct an error in such statement or to delete either statement after the Corporation has filed a "Statement by a Domestic Non-Profit Corporation" pursuant to Section 6210 of the California Nonprofit Corporation Law.

### **ARTICLE 11**

#### **PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS**

##### **SECTION 1. PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS**

No director, officer, employee, or other person connected with this Corporation, or any private individual, shall receive at any time any of the net earnings or pecuniary profit from the operations of the Corporation, provided, however, that this provision shall not prevent payment to any such person of reasonable compensation for services performed for the Corporation in effecting any of its public or charitable purposes, provided that such compensation is otherwise permitted by these Bylaws and is fixed by resolution of the Board of Directors; and no such person or persons shall be entitled to share in the distribution of, and shall not receive, any of the corporate assets on dissolution of the Corporation.

### **ARTICLE 12**

#### **MEMBERS**

##### **SECTION 1. DETERMINATION OF MEMBERS**

This Corporation makes no provision for members. Pursuant to Section 5310(b) of the Nonprofit Public Benefit Corporation Law of the State of California, any action which would otherwise, under law or the provisions of the Articles of Incorporation or Bylaws of this Corporation, require approval by a majority of all members or approval by the members, shall only require the approval of the Board of Directors.

**WRITTEN CONSENT OF DIRECTORS ADOPTING BYLAWS**

We, the undersigned, are all of the persons named as the initial directors in the Articles of Incorporation of **GATE PARENTS GROUP OF THE SAN MATEO UNION HIGH SCHOOL DISTRICT**, a California nonprofit public benefit corporation, and, pursuant to the authority granted to the directors by these Bylaws to take action by unanimous written consent without a meeting, consent to, and hereby do, adopt the foregoing Bylaws, consisting of 20 pages, as the Bylaws of this Corporation.

Dated: \_\_\_\_\_

\_\_\_\_\_  
MARIE WISEMAN

\_\_\_\_\_  
ROGER ASHBAUGH

\_\_\_\_\_  
BARBARA LEWIS

\_\_\_\_\_  
PATTI GATZERT

(LAR\CORP\82540)