

BY-LAWS OF

MISSION POSSIBLE - Mission San Jose High School PARENT/FACULTY ASSOCIATION

ARTICLE I. - PURPOSE

Mission Possible - Mission San Jose High School Parent/Faculty Association is a volunteer-based 501(c)(3) nonprofit public benefit California corporation whose members are parents or legal guardians of students of Mission San Jose High School, students of Mission San Jose High School, faculty and staff of Mission San Jose High School located in the city of Fremont, County of Alameda, California.

ARTICLE II.—DEFINITIONS

Section: 1. As used herein, the terms below have the following meanings:

A. MPPFA means the nonprofit corporation, Mission Possible - Mission San Jose High School Parent/Faculty Association.

B. MSJHS means the Mission San Jose High School.

C. School means the Mission San Jose High School.

D. Executive Board means the Elected and Appointed Executive Board member(s) of the board of MPPFA, as defined in Article V, and shall act as the Board of Directors of the MPPFA.

E. General Meeting means the regularly scheduled meeting of MPPFA as defined in Article IV.

F. Executive Board Meeting means the scheduled meeting of Executive Board.

G. MPPFA Officer(s) mean the elected Executive Board member(s), the School Principal, the Teacher Representative, elected Student Representative(s) and elected (or appointed) Committee chair(s).

H. Teacher Representative means any teacher or an MSJHS staff member assigned or appointed by the Principal to represent the School at MPPFA meetings.

I. Student Representative means a current student of MSJHS elected by the School's student body to represent his or her grade level at MPPFA.

J. Voting Members mean General Members or Transitioning General Members (as defined in Article III).

K. Non-Voting Members mean Student Members or Transitioning Student Members (as defined in Article III).

L. Member(s) mean Voting Member(s) or Non-Voting Member(s) and Honorary Member(s) (as defined in Article III).

M. Special Election means an off-cycle election held to elect a General Member to the Executive Board or Committee Chairperson due to an unexpected vacancy.

ARTICLE III.– MEMBERSHIP

MPPFA shall have two (2) classes of voting members - General Members and Transitioning General Members. MPPFA Membership is nontransferable and non-assignable.

Section: 1. Types

A. General Members

General Members shall mean all parents or legal guardians of students currently attending MSJHS, regardless of any payment made to MPPFA, and the faculty and staff of MSJHS. All such contributions will only go to the general fund of MPPFA and can't be directed by the contributing General Member to a specific program of MSJHS. All contributions are non-refundable.

B. Student Members

Student Members shall mean all students currently attending MSJHS. Student Members are not voting members and can't run for Committee positions or Executive Board.

C. Transitioning General Members

Transitioning General Members shall mean all parents or legal guardians of Transitioning Student Members.

D. Transitioning Student Members

Transitioning Student Members shall mean all incoming 9th graders enrolled at MSJHS. Enrollment to MSJHS should be completed prior to be eligible to become a Transitioning Student Member. Transitioning Student Members are not voting members and not eligible to run for Committee positions or for Executive Board.

E. Honorary Membership

Honorary memberships may be extended to Mission San Jose High School alumni or any prior members by resolution of the Executive Board for a term of one (1) year. Such memberships shall be honorary only, with no voting rights.

F. Resignation

A Member may resign his or her MPPFA membership by delivering written notice to the Executive Board.

Section: 2. Expulsion of a Member

Expulsion of any Member shall be made by a petition signed by five percent (5%) of all the General Membership count. Such petition must be submitted to the Secretary in writing and the expulsion shall not be effective unless the Executive Board approves the expulsion of the Member within two (2) weeks after submission of the petition, with a two-thirds (2/3) majority of those Executive Board members voting to expel such Member, by citing specific reasons for such expulsion.

ARTICLE IV. – MEETINGS

Section: 1. Place

All MPPFA meetings shall be held at the MSJHS campus. If the campus is not available, for whatever reason, MPPFA will arrange for another venue within the City of Fremont.

Section: 2. Types

A. General Meeting

A General Meeting refers to an MPPFA monthly meeting of Members. The President or another Executive Board member in the President's absence shall preside over the General Meeting. The meeting date and place shall be announced to Members no less than seven (7) calendar days in advance of the meeting date. The agenda will be published, electronically or in writing, at least two (2) calendar days prior to the meeting.

B. Executive Board Meeting

Executive Board Meetings shall be established by the Executive Board to be held regularly as deemed necessary; date and place to be announced to Executive Board members at least seven (7) calendar days in advance. Any Executive Board member may call for a meeting to be held, and business can be conducted as long as the quorum is established.

C. Committee Meeting

Committee Meetings shall be called by an Executive Board member and/or Committee Chairperson at such time as such member deems necessary. Notice of time and place of meeting shall be delivered to Members at least three (3) calendar days prior to each meeting.

D. Special Meeting

Special Meeting of Members or of the Executive Board shall be called to address a very specific topic of urgent nature. Special Meetings can be called by the President or an Executive Board member at any time other than the regularly scheduled Executive Board Meeting or General Meeting. Notice of the meeting shall include the agenda, the time and place of meeting and distributed to appropriate members (Executive Board or General Members) at least three (3) calendar days prior to such meeting.

E. Written Consent

The Executive Board may take an action on a single resolution, of urgent and critical nature, through the process of written consent in lieu of an Executive Board Meeting. The consent must be written in a letter form or an email and requires a unanimous consent of all Executive Board members for the resolution to pass. The consent can be provided by an electronic signature. Secretary will document the passing of the resolution in the minutes of meeting for public records.

Section: 3. Contents of Notice

Notice of meetings may be mailed or sent via email and copies of the notice shall be submitted to the Secretary and shall specify the place, the day, and the hour of the meeting and, in the case of Special Meetings, the general nature of the business to be transacted. Notices sent to Members shall be sent to the last known or submitted email or mail address of the Member.

Section: 4. Quorum

A quorum is required for General Meeting, Executive Board Meeting and Special Meeting. A simple majority of Executive Board members shall constitute a quorum for General Meeting, Executive Board Meeting, and Special Meeting.

ARTICLE V. – OFFICERS

A. Elected Executive Board members shall be the President, Vice President Membership, Vice President Fundraising, Vice President Traffic Safety, Treasurer, and Secretary (collectively referred to as the “Elected Executive Board members”).

B. The MSJHS School Principal (referred to as the “Appointed Executive Board member”) or a Teacher Representative.

C. Elected/Appointed Committee Chairs are the Committee chairs elected or appointed by the Executive Board as and when necessary for the functioning of MPPFA.

D. Elected Student Representatives are the Four (4) MSJHS student representatives elected from each corresponding grade level.

ARTICLE VI. - NOMINATIONS AND ELECTIONS

MPPFA Officers shall be elected in the month of May. There shall be an Election Committee (“Election Committee”) composed of five (5) General Members who shall be appointed by the MPPFA Executive Board at a General Meeting at least sixty (60) calendar days (in March) prior to the election date of non-student Officers. The Election Committee shall have at least one Executive Board member who is not standing for election to any MPPFA Executive Board position and one school administration staff who has access to school records to verify that the candidate is an MPPFA General Member or Transitioning Member. Information regarding which Chair Position is needed and the roles and responsibilities of the Committee Chair will be shared with the Election Committee. The Election Committee shall inform Members of each office to be filled no less than forty-five (45) days (in mid-April) in advance of the election date and shall inform Members of final nominees at least fifteen (15) calendar days (around end of April) in advance of the election date. The Election Committee may increase or decrease the notice periods in this article as deemed reasonable for an effective election through a resolution at the Election Committee meeting.

Section: 1. Nominations

- A. General Members and Transitioning Members are eligible to be nominated or can self-nominate as Committee chairs.

- B. A nominee for position of MPPFA Executive Board member must have served as an MPPFA Committee Chair or as an Executive Board member for at least one year within the last eight (8) years. This rule may be waived if there isn’t any qualified nominee for this position by passing a resolution at the Executive Board meeting. A nominee for the position of the Treasurer should demonstrate background proficiency and understanding of running financial transactions of a mid-sized organization

- C. A nominee must have given consent to his/her nomination for his/her elective office prior to his/her nomination. Nominations must be received by the Election Committee along with a qualification statement at least twenty-one (21) calendar days in advance of the election date.

- D. Members of Election Committee will not be allowed to run for position of upcoming Elected Executive Board. This rule may be waived on a case by case basis by passing a resolution at the General Meeting.

Section: 2. Elections

MPPFA Officers shall be elected in the month of May. The vote shall be conducted by ballot of the nominees described above and only Voting Members are eligible to cast a vote; and a majority vote shall elect candidates(s) to fill the open positions. When there is only one candidate for an office, the election for such office may be held by voice vote. MPPFA Officers shall assume their official duties from July 1st of the same year and shall serve until the term

has expired. An unexpected vacancy occurring in any elected position that has more than one year remaining in the term of office shall be filled for the unexpired term by holding a Special Election ("Special Election"). The date for the Special Election will be announced by passing a resolution at the General Meeting and will follow ballot process of regular election. A vacancy occurring in elected position that has less than one year remaining in the term of office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Executive Board, notice of such election having been given.

Section: 3. Tenure of Elected Office

A. The term of office for each Elected Executive Board member shall be two years. Elected Student Representatives and all other Officers shall serve a term of one year. No Elected Executive Board member may be eligible to serve more than one (1) consecutive term in the same office. A person who has served in an office for more than one half of a full term shall be deemed to have served a full term in such office.

If no nominee is found to run for an elected office during the election period, and the current officer agrees to retain his/her office, then the term limitation for one election cycle on that particular office may be suspended by passing a resolution at the General Meeting.

B. The term year of MPPFA shall begin on July 1st and end on the following June 30th.

C. Resignation from an elective office must be made in writing and directed to the Secretary. If the Secretary is the resigning party, they will direct their resignation in writing to the President.

D. Three (3) consecutive unexcused absences from General Meeting and/or Executive Board Meetings shall constitute grounds for removal of any elected Officer from office by a resolution of the Executive Board. An absence from the meeting should be communicated to the Secretary or the President, if possible, prior to the meeting. All absences should be recorded in the minutes of the meeting.

E. In the case of a Special Election in which an elected office is being filled for less than the length of a full term, the term of office will be announced when the vote is taken and will begin on the date set by Executive Board.

F. An Officer may be expelled from an office for nonperformance, acting in bad faith or for conducting duties in an unprofessional manner. An expulsion requires at least a 2/3 vote of all the Officers of MPPFA.

Section: 4. Voting Members

A. When electing non-student MPPFA Officers, both General Members and Transitioning Members are voting members.

B. When voting on any motion(s) put forth at General Meetings, both General Members and Transitioning Members are voting members.

C. When voting on any motion(s) put forth at the Executive Board Meetings, Executive Board members are the voting members.

D. Pursuant to Article VIII, amendment of Bylaws requires approval of General Members.

ARTICLE VII - DUTIES OF ELECTED OFFICERS

Section: 1. Executive Board Officers

A. President

The duties of this office shall be as indicated below, but not limited to:

- Provide leadership to the organization for the betterment of MPPFA and School. Communicate the mission, goals and actions clearly at the meetings and to all the Members. Demonstrate excellent written and verbal communication skills.
- Provide leadership to bring out the best in Officers and volunteering Members of MPPFA.
- Act as the spokesperson of MPPFA.
- Preside over meetings of the assembled group and conduct its business in an orderly and professional manner.
- For the duration of the excused absence of an MPPFA Officer, assume the role and discharge the duties and function of the Officer.
- Exercise control and strive to maintain an environment of mutual trust and respect among Members when MPPFA business is being conducted.
- Address relevant issues with concerned parties to prevent reoccurrence.

B. Vice President Membership

The duties of this office shall be as indicated below, but not limited to:

- Create and implement a membership plan.
- Promote donations from Members throughout the year and provide membership reports to Executive Board.
- Prepare MPPFA membership donation form, distribute and collect membership form, issue receipts and thank you notes to all donors, maintain a list of Members and donation database, update the list as new Members are enrolled and find ways to increase membership donation rate, and coordinate donor appreciation events.

- In the absence of the President, call the meeting to order and preside.

C. Vice President Fundraising

The duties of this office shall be as indicated below, but not limited to:

- Develop strategies, coordinate, and oversee MPPFA's overall fundraising efforts to support student and school activities, including but not limited to e-scrip, pre-purchased merchandise cards sales, vendor rebate program promotions and small business outreach.
- Develop a plan/calendar to communicate the timing and type of the fundraising programs.
- Develop a parent communication flyer for the beginning of the school year.
- Work with the President and Treasurer to understand and to ensure that MPPFA's financial goals and budgeted income/fundraising targets are met.
- Prepare communication as needed for fundraisers.

D. Vice President Traffic Safety

The duties of this office shall be as indicated below, but not limited to:

- Build up and manage the morning traffic patrol volunteer team. Help with recruiting and training of new volunteers.
- Coordinate volunteer schedule changes and send out weekly patrol schedule.
- Work closely with School administration and with SRO-School Resource Officer on matters related to campus safety.

E. Treasurer

The Treasurer shall be responsible for all the activities related to managing MPPFA funds. The duties of this office shall be as indicated below, but not limited to:

- Create, maintain and manage a yearly budget for the funds of MPPFA.
- Maintain full and complete records of all financial transactions to support a reasonable audit.
- Make disbursements as authorized by the President, Executive Board, or MPPFA in accordance with the budget adopted yearly by MPPFA.
- All payment of funds by checks requires two signatures: one from the Treasurer, and the second from any member of the Executive Board.
- Provide a financial statement at each General Meeting, including balance sheet, cash flow and profit/loss statements.

- Accurate records and supporting documents must be kept to a reasonable level of detail that provides a clear audit trail for all transactions.
- Candidate for this office should demonstrate background proficiency and understanding of financial transactions of a mid-sized organization.

F. Secretary

The duties of this office shall be as indicated below, but not limited to:

- Be responsible for all records, documents and papers (except those assigned to others).
- Maintain the current office master set of the bylaws and other official documents and records of MPPFA.
- Keep an accurate, concise, permanent record of the proceedings of all General and Executive Board Meetings including meeting minutes.
- Maintain the Committee Meeting minutes as provided by Committee Chair(s) or team members.
- All minutes must be computer generated and stored in the official MPPFA Google Drive. Any corrections of minute need to be dated and detailed with different font color.
- Prepare a list of new action items for the President for the Executive Board Meeting and General Board Meeting.
- Provide meeting agenda for the General Meeting and Executive Board meeting at least seven (7) calendar days prior to the meeting.
- Prepare and distribute previous meeting minutes to Members who attended the meeting, no later than five (5) calendar days after the meeting date for review and any corrections. Prepare and distribute the final previous meeting minutes for approval at the corresponding General or Executive Board Meeting.
- Have on hand, for reference at each meeting, a copy of the bylaws and standing rules, copies of agendas, minutes of previous meetings, list of all committees.
- Count the votes during the meeting and have blank paper available for voting by ballot.
- Record all motions, approvals and disapprovals of the meeting.
- In the absence of the President and Vice Presidents, call the meeting to order and preside.

Section: 2. Elected/Appointed Committee Chairs

As defined in Article 5, Section C, the Committee Chair positions will be determined by MPPFA Executive Board as it sees fit. Committee Chairs are required to present the status of Committee's activities in writing or orally at each General meeting.

Section: 3. Grade Level Student Representatives

- A. A representative from each grade level will be elected by the students during an annual election event. Student Representatives serve as incoming and outgoing correspondence of MPPFA and his/her class grade. Term is one year.
- B. Each student representative must attend at least 75% of the General Meetings.
- C. Executive Board members' children are not eligible for these roles.

ARTICLE VII.– AMENDMENTS

These Bylaws should be reviewed every two (2) years by the Executive Board. Any proposal to amend the Bylaws first requires approval by the Executive Board. The proposed changes must then be distributed to General Members at least thirty (30) days prior to vote at a General Meeting for comments from the General Members. The adoption of the proposed amendment of the Bylaws requires approval by majority vote of the General Members in the General Meeting.

ARTICLE VIII. – GOOD GOVERNANCE

Section: 1. CONFLICT OF INTEREST POLICY

A conflict of interest arises whenever the personal or professional interest of any Member is potentially at odds with the best interests of MPPFA. The following practices shall be adopted in order to prevent conflicts of interest from causing harm to MPPFA:

- A. Any Member who stands to derive any material personal profit or gain, directly or indirectly, from a transaction of MPPFA will disclose any and all personal interest that he or she may have in the matter and shall refrain from participation in any decision on such matter.
- B. Any Member who is an officer, owner, investor, employee, friend or relative of a vendor of the MPPFA, that Member shall identify their affiliation with such vendor and shall refrain from participating in any decision affecting that vendor.
- C. Following any disclosure of a possible conflict of interest, the Executive Board shall determine whether a conflict exists, and if so, the Executive Board shall vote to authorize or reject the transaction or take any other action deemed necessary to address the conflict and protect MPPFA's interests. This vote shall be taken without the vote of the Member identifying the potential conflict.
- D. No person shall request or receive any list of Members, clients, or vendors for the purposes of personal or private solicitations.

Section: 2. WHISTLEBLOWER POLICY

A. General Business and Ethics Policy

MPPFA requires Members and Officers to observe high standards of business and personal ethics, including avoidance of any potential conflict of interest, in the conduct of their duties and responsibilities of MPPFA. Officers of MPPFA must practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws and regulations.

B. Reporting Responsibility

It is the responsibility of Members to report to any member of the Executive Board any legal or ethical violations or suspected violations in accordance with the Whistleblower Policy.

C. No Retaliation

No MPPFA Officer who in good faith reports a violation of this policy shall suffer harassment, retaliation or adverse consequence as a result of that report. Any MPPFA Officer or Member that retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of membership with MPPFA. This Whistleblower Policy is intended to encourage and enable Members to raise serious concerns within MPPFA prior to seeking resolution outside MPPFA.

D. Reporting Violations

This policy addresses MPPFA's open door policy and suggests that Member shares his/her questions, concerns, suggestions or complaints with someone who can address them properly. In most cases, an MPPFA Officer is in the best position to address an area of concern. However, if the Member is not comfortable speaking with the corresponding MPPFA Officer or not satisfied with the response, Member is encouraged to speak with any other members of the MPPFA Executive Board.

E. Compliance Procedure

In the event of a serious report of legal or ethical violation, a Compliance Committee will be formed to investigate and resolve the reported complaints and allegations concerning ethical and/or legal violations. The Compliance Committee shall be made up of at least three General Members including at least two non-executive Officers. The person accused of legal or ethical violation is not allowed to serve on the Compliance Committee. The Compliance Committee upon reaching a conclusion shall advise the Executive Board of their findings and recommendations within one (1) week of reporting to the Executive Board. The Compliance Committee will have access to all MPPFA records including financial, governance, and communications records that are necessary to perform their duty.

F. Tax, Accounting and Auditing Matters

Annual tax returns must be reviewed and approved by the Executive Board before filing. In the case of a reported accounting or financial violation, an independent auditor may be hired to aid the Compliance Committee in their investigations.

G. Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation of the policy must act in good faith and have reasonable grounds for believing the information disclosed involves an ethical or legal violation. Any allegations that are unsubstantiated and are made maliciously or knowingly false will be viewed as a serious offense, which may result in terminating membership in MPPFA and/or ineligibility for any Officer positions.

H. Confidentiality

Violations or suspected violations may be submitted to any MPPFA Executive Board member on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

I. Handling of Reported Violations

The MPPFA Executive Board member receiving the complaint will notify the sender and acknowledge receipt of the reported violation or suspected violation within five (5) business days. Within one (1) week of receiving the complaint, the receiving member must contact the remaining Executive Board members for the purpose of informing them that a report of an ethical or legal violation has been received. It is recommended that reports of this nature should be discussed, and an investigation begun in a closed Special Meeting called by the highest-ranking officer not named within the report. That officer shall have the duty to preside over any remaining meetings that are called to resolve the issue. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

Section: 3. RECORD RETENTION & DESTRUCTION

A. Purpose: To help establish organizational procedures for the retention, maintenance, and destruction of records, consistent with applicable legal requirements.

B. Policy Applicable To: Officers of the Executive Board.

C. MPPFA takes its obligations to preserve information relating to litigation, audits, and investigations seriously. The minutes, budget and other necessary documents of MPPFA activities should be reasonably kept in the event of any inquiry relating to the same. Failure to follow this policy can result in possible civil and criminal sanctions against the board of Mission Possible. The retention schedule below is intended as a guideline and may not contain all the records Mission Possible may be required to keep in the future. Questions regarding the

retention of documents not listed in this chart should be directed to the MPPFA President or the highest-ranking officer not named within the report.

TEN YEARS

- All reports related to any investigation, complaint, compliance violation and audits
- Cancelled checks for important payments, i.e., taxes, special contracts, etc.
- Meeting minutes from General Meeting, Special Meeting & Executive Board Meeting
- Reports from MPPFA Officers presented at General Meetings, Executive Board Meeting & Special Meeting
- Audit reports of CPAs, if any
- Chart of Accounts
- Financial statements-end of year

SIX YEARS

- Accident reports and claims (current & settled cases)
- Cancelled checks
- Contracts (current & expired)
- Invoices from vendors
- Expense Reports
- Bank Statements

Section: 4. NON-DISCRIMINATION POLICY

MPPFA does not discriminate on the basis of age, sex, race, color, nationality, gender, age, sexual orientation, religious beliefs, physical or medical conditions, marital status, ancestry, national origin, disability, citizenship, primary language, immigration status, or political preferences in any of its activities.

A. Complaint Committee

MPPFA shall form a complaint committee should the need arise where a complaint alleges unlawful discrimination based on age, sex, race, color, nationality, gender, age, sexual orientation, religious beliefs, physical or medical conditions, marital status, ancestry, national origin, disability, citizenship, primary language, immigration status, or political preferences in any program or activity. MPPFA encourages early, informal resolution of complaints at the site level whenever possible. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. This includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by a complaint committee.

B. Retaliation and Mediation

MPPFA prohibits retaliation in any form for the participation in complaint procedures, including but not limited to the filing of a complaint or the reporting of instances of discrimination. MPPFA recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. Whenever all parties to a complaint agree to try resolving their problems through mediation, the complaint committee shall initiate mediation.

C. Filing of Complaint

Any individual, public agency or organization may file a written complaint of alleged noncompliance by Officers of MPPFA. Complaints alleging unlawful discrimination may be filed by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to unlawful discrimination. The complaint must be resolved, as soon as possible, but no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts of the alleged discrimination.

Section: 5. PARLIAMENTARY AUTHORITY

“The Standard Code of Parliamentary Procedure” governs this MPPFA in all parliamentary situations that are not provided for in the laws or in its charter, by-laws, or adopted rules.

Section: 6. BASIC POLICIES OF MPPFA

The following are basic policies of MPPFA:

- A. MPPFA shall be noncommercial, nonsectarian and nonpartisan;
- B. MPPFA shall work with MSJHS and the community to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities;
- C. MPPFA shall work to promote the health and welfare of children and youth and shall seek to promote collaboration between parents, schools and the community at large;
- D. No part of the net earnings of MPPFA shall inure to the benefit of, or be distributable to its members, directors, trustees, officers, or other private persons except that MPPFA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in these bylaws;

E. Notwithstanding any other provision of these articles, MPPFA shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code;

F. Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundations, or organizations that have established their tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and have a mission/purpose similar to MPPFA;

G. MPPFA or Members in their official capacities shall not - directly or indirectly – participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise;

H. MPPFA or Members in their official capacities shall not endorse a commercial entity or engage in activities not related to promoting the purposes of the organization;

The undersigned Secretary of MPPFA hereby certifies that the above document is an accurate, true and correct copy of the Bylaws of MPPFA.

By: _____

Print name: _____

Title: Secretary

Dated: _____

Amended and Adopted:	May 10, 1983
Amended:	April 11, 1984
Amended:	April 2, 1998
Amended:	April 31, 2000
Amended:	March 7, 2002
Amended:	October, 2009
Amended:	April 27, 2017
Amended:	January 30, 2019