

Totally Excellent Music Parents Organization

## TEMPO Parent Handbook, Bylaws, and Budget

The TEMPO Parent Handbook, TEMPO Bylaws, and TEMPO Budget are all documents freely available to TEMPO Members. These documents are not for public view otherwise so they are not posted on the web. All of these documents can be sent to current TEMPO Members via email by sending a request to [tempo@whhstempo.com](mailto:tempo@whhstempo.com).

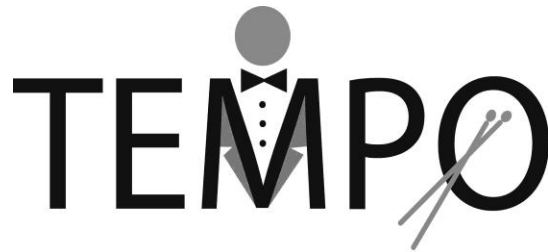
The TEMPO Parent Handbook answers most of the questions parents and guardians have about our program. It includes both what you should expect and what is expected of you and your student.

The TEMPO Parent Handbook is a separate document from the Student Handbook prepared and delivered by the Band Director. If you would like a copy of the Student Handbook, please email Mrs. Pate at [cpate@guhsd.net](mailto:cpate@guhsd.net).

The TEMPO Bylaws were updated and approved at the first General Membership meeting of the 2011/2012 year. Most changes were formatting and grammatical, but there were a few changes of substance:

1. General Membership meetings are no longer required once each month. Now the schedule is to be determined at the beginning of the year and is required to be at least quarterly.
2. TEMPO Executive Board meetings are no longer closed sessions. Though there are still a few issues that need to be discussed in closed committee meetings (mostly budget issues), the Board meetings are open to all Active Members.  
These first two new provisions should increase the interest and attendance at General Membership meetings, increases the availability of information dispensed through meetings (for those parents who want to attend a monthly meeting), and fosters a sense of transparency and of inclusion which are two of our Board's goals.
3. The TEMPO Bylaws, Budget, and accounting practices are now compliant with the applicable state and federal guidelines as well as Grossmont District guidelines.
4. The Bylaws now allow us to have a much more controlled approach to spending — allowing us to create two different classes of expenses with different guidelines on the how money can be approved and disbursed. Preapproved expenses (like advisor salaries) can be paid in a timely manner with two authorized signatures while “Board Review” expenses must have the approval of the Board prior to disbursing funds.

TEMPO's mission is to support the activities of the West Hills High School Blue & Black Brigade – band, guard and drumline - through volunteerism, fundraising and community outreach.



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The TEMPO 2011/2012 Budget is a complete rework of past budgets. Factors taken into account when determining expense limits this year were:

1. Actual expenses in the past
2. Expected income this year
3. Greater control over expenses (as described above in the Bylaws section)
4. A first-ever budget surplus as a result of keeping expenses down paired with some great fundraising efforts
5. A desire to continue driving down the “fair share” donation pledge

If you would like to discuss any of these things further, please feel free to contact us at [tempo@whhstempo.com](mailto:tempo@whhstempo.com) and we'll be happy to be of service.

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