

## Arleta School PTA Standing Rules 2021-2022 - DRAFT

**Name of Unit:** Arleta School PTA **Employer ID Number:** 47-1523429 **National PTA Number:** 00016864 **Council Affiliation:** Portland Oregon **Region:** # 2

**State and/or Council Affiliation:** Arleta School PTA is affiliated with National PTA and Oregon PTA and as such is governed by the Unified Local Unit Bylaws and the Oregon PTA Bylaws.

**Annual Dues:** Our local unit must pay dues to National PTA (\$2.25) and Oregon PTA (\$7.25) for each member. Our unit will cover one membership per household to remove the financial barrier to joining and support a more inclusive membership organization.

**Fiscal Year:** July 1st to June 30th.

**Quorum:** Quorum for each general meeting shall be five (5) voting members. Quorum for any board meeting shall be three (3) board members.

**Budget:** Board members with a quorum may vote to change line items in the budget by up to 7%.

**Meetings:** Regular (general) meetings of this association shall be held 2nd Tuesday of each month as needed at 6:00pm. Meeting schedule may be adjusted as needed with at least a week's notice to general membership. Executive board/committee meetings of this association shall be held at least five days before the regular meeting.

**Officers:** The officers of this association shall be: President (1) or Co-Presidents (2), Vice President (if 2 Co-Presidents, this position is optional), Secretary, Treasurer, and Member At Large Position. Elections of officers shall be in May (month) and the officers shall assume their duties on July 1st. Officer terms shall be one year, with the opportunity to extend to three years.

**Committees:** Committees of this association shall be created when the need for the work arises, and will go out of existence when the work is completed. Examples of committees may include Fundraising, Events, Nominating, Budget, Theater, etc.

**Nominating Committee:** The Nominating Committee of this association shall consist of at least 3 members and shall be elected by the general membership at the February meeting. The report of the Nominating Committee is required at the April meeting of the executive committee/board. Once that report has been received, the work of the committee is complete.

**Convention Delegates:** Delegates (voting representatives) from this association attending the annual meeting of Oregon PTA (convention) shall be appointed at a meeting of the executive committee in February.

**Social Media Policy:** Only the President and a school administrator will have administrative control of social media pages. Editors will be appointed as necessary by the President.

These standing rules shall be read by the second general membership meeting of the school year and may be read by request at any meeting. They may be amended or rescinded by a two-thirds vote at any general meeting. If notice of the proposed action is given at a previous meeting or in the call for the meeting, they may be amended or rescinded by a majority vote.

Date approved: \_\_\_\_\_

President: \_\_\_\_\_ Secretary: \_\_\_\_\_