

TUALATIN ELEMENTARY PTA STANDING RULES

Name of Unit: Tualatin Elementary PTA

Employer ID Number: 93-1328105

National PTA Number: 00208783

Council Affiliation: Region #1

State Affiliation: Tualatin Elementary 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: Annual local unit dues shall be \$11.50 which includes: \$2.25 to National PTA, \$7.25 to Oregon PTA, and \$2.00 to the local unit designated for a volunteer/scholarship fund.

Fiscal Year: July 1st to June 30th of the following year

Quorum: Quorum for each general meeting shall be 5 voting members

Meetings: General Membership meetings of this association shall be held on the 1st Tuesday of each month at 7:00 pm, unless otherwise noted. Executive Board meetings of this association shall be held at least once a month in a location designated by the Executive Board.

Officers: The officers of this association shall be: President(s), President-Elect(s), Vice-President(s), Secretary(s), PALA Liaison, Treasurer (and Treasurer-elect as needed), and Immediate Past-President. In the event that two individuals run and are elected for any position, they will clearly communicate how the responsibilities will be divided at the first general membership meeting of the school year. Elections of Officers shall be in April and the officers shall assume their duties on July 1st.

Order of Business: The order of business for meetings of this Association shall be:

1. Call to Order
2. Reading of Minutes and Approval
3. Welcome Guest Speaker(s)
4. Officers' Reports
5. Committee Reports
6. Unfinished Business
7. New Business
8. Announcements
9. Adjournment

Standing Committees: The Standing Committees of this Association shall be:

Membership

Programs

Fundraising

Volunteers

Special Committees: The President of this Association may, with the approval of the Executive Board, appoint special committees as deemed appropriate. Special Committees go out of existence when the work is completed and the final report is received by the Board.

Nominating Committee: The Nominating Committee of this Association shall consist of 3 members and shall be elected by the general membership at the January meeting. The report of the Nominating Committee shall be presented to the general membership on or before the meeting when elections are held. Once that report has been received, the work of the Committee is complete.

Convention Delegates: Delegates from this Association attending the annual meeting of the Oregon PTA shall be elected at a general membership meeting in March.

These Standing Rules shall be read at the first 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 to modify is given at a previous meeting or in the call for the meeting, the standing rules may be amended or rescinded by a majority vote.

IN WITNESS WHEREOF, the undersigned has caused these Standing Rules to be executed as of the 4th day of October, 2016.

/s/ James Heathcott

James Heathcott – Co-President

/s/ Sharell Lien

Sharell Lien – Co-President