

SES PTSA Standing Rules 2013-14

Name of Unit: **Sunnyside Environmental School PTSA**

Employer ID Number **93-1208359** National PTA Number **00019778**

Council Affiliation **Portland**

State Affiliation **Oregon**

The Sunnyside Environmental School PTSA is affiliated with National PTA and Oregon PTA and as such is governed by the Unified Local Unity Bylaws and the Oregon PTA Bylaws.

Annual Dues Annual local unit dues shall be \$10.50 which includes \$2.25 to National PTA, \$7.25 to Oregon PTA.

Fiscal Year July 1- June 30

Quorum A quorum of meeting shall be 10 voting members

Meetings Regular (general) meetings of this association shall be held a minimum of 3 times during the 2013-14 school year.

Executive board/committee meetings of this association shall be held monthly. Meeting notices will be posted at least 7 days before meetings are held.

Officers The officers of this association shall be a President (Elizabeth Levi), Vice- President (Ricardo Ismach)

Secretary (Justine Light), and Treasurer (Cindi Carrell). **Order of**

The order of business for board meetings of this **Business**

association shall be:

- | | |
|--------------------------------------|------------------------|
| 1.Call to order | 5. Unfinished business |
| 2.Reading of minutes
and approval | 6. Reports |
| 3.Financial report | 7. Announcements |
| 4. New business | 8. Adjournment |

Standing The standing committees of this association shall be:

Committees Membership Room Parents Volunteers
Budget Fundraising Teacher Support

Communications

Board The board shall consist of:

- Members**
1. President
 2. Vice President
 3. Treasurer
 4. Secretary
 5. Assistant Treasurer
 6. Fundraising
 7. Membership
 8. Communications
 9. Volunteer Coordinators for K-5 & MS
 - 10.Room Parent Coordinator
 - 11.Community Kitchen Coordinator
 - 12.& 13. Members-at-large

14. Teacher Representatives

15. Student Representatives

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 Committees The Nominating Committee of this association shall consist of 3 members and shall be elected by the general membership at the spring meeting.

Report of the Nominating Committee is required at the May meeting of

the executive committee/board. Once that report has been received, the work of that 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 general

membership OR board of directors OR executive

committee

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 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: September 26, 2013

Signature:

_ Elizabeth Levi, SES PTSA President

Date sent to Oregon PTA: