Arleta School PTA Standing Rules 2023-2024

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.

Financial: PTA Board may approve mandatory business costs for processing with recurring renewals, debit or otherwise, that does not require check request submission. Debit cards can be distributed for use to PTA members with a pre-approved amount in writing and tracked via debit card check out log.

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 required officers of this association shall be: President (1) or Co-Presidents (2), Secretary, and Treasurer. Recommended officers, but not required: Vice President and Member At Large. 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 2 years.

DEI Training: Board Members of this association shall be required to participate in DEI training

within three months of joining the Board. Payment for this training may be provided by Arleta

PTA through a budgeted line item.

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, Garden, 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 Communications Chair(s) will have administrative

control of social media pages. Editors will be appointed as necessary by the President or Communication Chair(s).

These standing rules shall be read by the third 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: