



SOUTH DAKOTA PTA BYLAWS CHAIR

- a. Attend and participate in South Dakota PTA annual conventions and meetings of the South Dakota PTA Board of Directors and Executive Committee and provide a report
- b. Review South Dakota PTA unit bylaws for completeness and submit report to the South Dakota PTA Board of Directors for approval.
- c. Return a copy of approved bylaws for each unit and file a copy with the South Dakota PTA office
- d. Assist during all South Dakota PTA meeting on parliamentary procedures
- e. Provide assistance and service to PTA units and councils
- f. Prepare materials pertaining to the bylaws for SD PTA Leadership Trainings