

Dear South Dakota PTA units,

We are in a time of uncertainty and have received some concerns about how to conduct business and PTA events given the COVID-19 pandemic. We appreciate your ability to be flexible and safe during this time. As we continue to monitor the situation, we will continue to share guidelines for conducting PTA business as updates occur.

The Center for Disease Control and the South Dakota Department of Health have encouraged social distancing measures to keep the transmission of COVID-19 to a minimum. South Dakota PTA is encouraging all PTA units to suspend any schedule meeting or events until the CDC recommends open socialization. If your PTA must conduct business during this time, **please review your unit bylaws** to find out how many members must be present and how much notice must be given to hold a meeting. Here are a few suggested guidelines:

- Executive Board meetings can be held via phone or video conference if all board members are able to communicate throughout the meeting. Attendance/roll call is required, and voting can be allowed, as long as you are following your PTA unit bylaws.
- General PTA meeting can be held via phone or video conference if all members are able to communicate throughout the meeting. All PTA members of your unit should be encouraged to attend the virtual meeting and only PTA members can vote. Attendance/roll call is required, and voting can be allowed, as long as you are following your PTA unit bylaws.

The South Dakota PTA convention scheduled for April 24-25, 2020 will be a **VIRTUAL MEETING** on Saturday, April 25 from 9:00 to 10:00 am MST. We will have a short business meeting which will include voting for the open positions on the state board: VP of Advocacy, VP of Members, and Secretary. The state board members are planning a summer FAMILY RETREAT and the details will be discussed at the Virtual Meeting on 4/25/20. To attend the SD PTA Virtual Meeting, you must be a South Dakota PTA member and you will need to sign up for the Virtual Meeting; watch for the sign-up coming soon on Facebook, email to the board members at each PTA unit and on the South Dakota PTA website: <https://sdpta.us/>.

Thank you for all that you do! Stay PTA strong and watch for more updates coming soon!

Virtual Hugs from your South Dakota PTA Board!