

WASHINGTON SCHOOL PTA

STANDING RULES

2020

General Rules

1. Three absences by an executive board member may result in replacement, as deemed necessary by remaining board members.
2. Any Executive Board Member who cannot attend any meeting of the Membership or Executive Board must notify the President or Recording Secretary prior to the meeting or the absence will be unexcused. Excused absences include those due to illness, work, vacation or other previous commitments.
3. Every Executive Board member, committee chairperson, committee member and room rep must be a paid Washington School PTA member for the current year.
4. All committees should be in contact at least once prior to their event to review procedures, update procedures, determine responsibilities of each committee member and ensure that one member of the committee will be available to report at each Executive Board meeting.
5. Each chairperson shall prepare or update a procedure book, which will be turned over to the President at the last Executive Board meeting. This procedure book shall include a plan of work, activities, work accomplished, procedures used and a list of expenses incurred.
6. Three members of the five elected to the nominating committee must have served a minimum of one year on the Executive Board.
7. Officers will be asked to attend at least one County dinner/meeting per year. Any Executive Board member may attend at his/her own expense. If an officer is unable to attend, a substitute may be asked to attend at the discretion of the president.
8. In order to serve as President, an individual must have served on the Executive Board in another role for one full term before the commencement of their term as President.
9. The PTA sponsored classroom parties must be run by paid PTA members only. If you are not a PTA member, you cannot participate in a PTA sponsored party.
10. Money collected by Class Captains for the parties is to be used for the four PTA parties: Halloween, Holiday, Valentine's Day and Spring Fling. If a teacher wishes to have a party in addition to the four PTA parties it is not considered a PTA function and, therefore, the collected money may not be used for such a party. It is advised that the Class Captain work with the teachers on these occasions to solicit food and supply donations from the parents.
11. The PTA 4th grade awards may only be given to children of parents who are PTA members while their children are in 4th grade. If at least, one parent is not a member of the PTA, this child will not be eligible for a PTA award.