

Sierra View PTA Bylaws Committee Recommendations

updated 1/25/09

PLEASE GET ANY CHANGES OR SUGGESTIONS TO DESIREE GONZALEZ,
GONZO95@SBCGLOBAL.NET BY FRIDAY, FEBRUARY 26.

Bylaws Review Committee: Desiree Gonzalez (chair), Elizabeth La Musga, Connie Dickens, Rebecca Trento. Bylaws suggestions reviewed by PTA Exec Board and Advisor, Principal Debbie Aldred.

THE FOLLOWING CHANGES WILL NOT OFFICIALLY TAKE PLACE UNTIL ADOPTED AND RATIFIED FOR NEXT YEAR, BUT WE MAY BEGIN IMPLEMENTING SOME OF THEM IMMEDIATELY. PTA Executive and association meeting dates and election dates will not be changed for 09-10. Updated committee responsibilities, including ratification of chairs and Exec Board position descriptions will be implemented this year

Article V – Officers and their elections

Section 3g: “Annual Election Meeting changed from March to February (see Article VII changes below for reason).

Section 7: Election meeting changed from March to February.

Section 8-“Officers shall serve for a term of one year.”

Bylaws committee thinks it is prudent to have key positions serve for two years (President, VP, Treasurer) since it takes a while to learn the position, and that elections for positions should be staggered so we don’t get new key positions all at the same time. For example, this year we will be voting in all new offices EXCEPT for the Treasurer, so next year’s election may be staggered with a NEW treasurer and continuing President/VPs.

Article VI: Duties of Officers

Section 5: Auditor

B: midyear audit completed by February

C: Written report to exec board at October and February meetings

D, Written repost for association at the October and February Meetings

Article VII-Association Meetings

Section 1-Increase number of association meetings to FOUR (September & October and March & May. Key points are we need to approve the budget early in the school year, association members have expressed a desire for more input into decisions/more meetings, and bylaws state elections are held in March. If we move meeting to February we need to change the election date in Article V. May is the outgoing meeting and must be attended by incoming officers. 'Section 2: Association meeting in February will be the annual election meeting.

Section 5b-Change quorum for association meetings from 20 to the state minimum of 11. Strongly suggested.

Article VIII-Executive Board

Section 7b- Change Executive Board meeting quorum from six back to 5.

Article IX- Committees

Section 2- Committee chairs will be appointed in February OR March and ratified at the May meeting. ***The committee also recommends duties and a timeline be compiled for each committee chair (Fall Festival, Book Buddies, etc.) and presented at the appointment meeting in May. We also recommend that chairs be appointed and officially accept their duties in front of the association so they will take ownership of their respective committees and be fully aware of responsibilities.

Recommendations for Standing Rules:

ADD: Executive board must attend a welcome meeting at kindergarten orientation (upon approval of the principal) for a 20 minute PTA presentation to new parents. This meeting should outline what the PTA does, present an event timeline, and recruit new members.

ADD: Responsibilities of all other Executive Board Positions to the standing rules (currently only included 1st and 2nd VP).

***All 2009-2010 executive board members need to send an updated position outline (see bylaws for guidelines) –these are duties specific to Sierra View. We also need a timeline for each of your duties or committees you chair AND a timeline for all PTA activities for the year (Exec Board only).