

Proposed Amendments to the Bylaws

Article III

Membership and Dues

Definition of "Not in Good Standing"

- Any member of the Parent Teacher Organization (PTO) who owes money for PTO fundraisers that is more than 30 days past due
- Any member who has outstanding NSF charges and fees that have not been paid after all attempts have been exhausted
- Any member who has chosen to represent the PTO in a negative manor in school or outside of school. This includes, but is not limited to, social media, blogs, emails, text messages and/or verbal communications to other PTO members, BES teachers and/or administration

It will be the decision of the PTO Executive Board if this member will be able to hold office, chair events, and/or volunteer at any PTO sponsored event. The Executive Board will discuss any "Not in Good Standing" notification at their Executive Board meeting. The Executive Board will notify the principal and the member of their decision within one week of their meeting.

Article IX

Section 3

Expenses and Distribution of Funds

Chairs of PTO sponsored events are not required to use personal funds to buy any items needed for any event. It is strongly suggested that chairs purchase items for which companies will invoice the PTO directly. If accounts need to be established with any company, the chair is to contact one of the treasurers to complete this. If it is not possible for the chair to buy from an invoicing company and the chair still wishes to purchase items, the chair is to contact one of the officers. It will be the decision of the Executive Board on how to proceed. Notification needs to be made in a timely manner to allow for shipping deadlines.

ArticleX Policies

All volunteers who have signed up for PTO sponsored events are to be notified at least 5 days prior to the event. If at anytime a chair is not able to notify volunteers, she/he is to contact one of the officers. Notifications can be made by email, text messages, phone calls, or notes sent home with the students. All volunteers that have signed up are to be given the opportunity to participate. No volunteer will be told that they are not needed at any PTO sponsored event. The only ways a volunteer will be ineligible to volunteer is if their clearances are not complete or if that member is not in good standings. Any parent/guardian is permitted to volunteer at the time their student is shopping (eg. santa's workshop, student store). All PTO officers are permitted to attend and volunteer at any event, even if they did not originally sign up.

Notification of Non-Sufficient Funds (NSF) charges

Once the bank has notified the PTO that a check has bounced, the treasurer will contact the parent/guardian immediately by phone to explain what has occurred. A follow up letter will also be sent with verification of the bounced checked and charged fees. If there is no response from the parent/guardian within two weeks, another letter containing the same information will be sent by certified mail. If all attempts of contacting the parents fail to obtain payment, that parent will be found to be in "not good standing" with the PTO. A letter will be sent to the parent and the principal explaining that payment has not been received and that from now on payment for any event or fundraiser will need to be by cash or money order.