

XYZ PTA STANDING RULES

- A. Qualifications for XYZ PTA Executive Committee:
 - a. A person must have served on the XYZ PTA Board for one (1) year before being eligible to serve as President.

- B. Duties of the Vice President:
 - a. The Vice President shall serve as aide to the president, and in the absence of the President shall perform the duties of the president in the absence or disability of that officer to serve.
 - b. The Vice President shall serve as ways and means chair.

- C. Procedures:
 - a. Standing rules can be amended by a majority of the Executive Board;
 - b. Each board position has one vote;
 - c. Each board member shall keep a procedure book.

- D. Reimbursement for XYZ PTA Business
 - a. The following will be reimbursed/funded by XYZ PTA:
 - i. National/State/County Council Registration fees;
 - ii. One-half the cost of a double room;
 - iii. Per diem (breakfast - \$8.00/lunch - \$10.00/dinner - \$18.00). Receipts are not required;
 - iv. Mileage: driver will be reimbursed \$.40/per mile;
 - b. All funding will be as monies are available.

- E. Position Priority for funding to attend National/State/County Council events:
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. Recording Secretary
 - e. Etc.