

## **WINSTON CAMPUS ELEMENTARY PTA – STANDING RULES**

Standing rules may be amended at any regular meeting of this organization by two-thirds (2/3) vote of the members present and voting, provided previous notice has been given.

1. An excess funds committee shall handle suggestions for disbursements of any surplus PTA funds. A report of this committee shall be submitted to the membership for a vote.
2. All property of this organization shall be labeled "Property of Winston Campus Elementary PTA". All property of this organization is to be used only by this organization, or by permission of this organization.
3. PTA members who do not choose to use PTA tax exempt letter provided for legitimate PTA expenses incurred and will not be reimbursed to the tax amount of their purchase.
4. No PTA expenses will be reimbursed without proper receipts.
5. Any PTA paid portion of a member's dinner, meeting, state/national conventions, or other PTA function shall be reimbursed by that member if that member does not attend or find an alternate.
6. PTA will recognize any scouting group that meets at Winston Campus School that is supported by the National PTA
7. In the event that a check for a PTA function is returned for non-sufficient funds (NSF), the treasurer can notify the chairperson of the committee concerned. The chairperson can assist the treasurer in collecting those funds.
8. The principal may be invited to be an advisor for the nominating committee.
9. The sum of not less than one thousand dollars (\$1000.00) shall be turned over from each board to its successor board for the operation of the next year's PTA.
10. Discretionary disbursements made by the executive board must be limited to the amount of the balance of the contingency fund. Any amount over that must be approved by the executive board. Any discretionary disbursement of under seventy-five dollars (\$75.00) can be approved solely by the president. Any discretionary disbursement greater than seventy-five dollars (\$75) requires the approval of the majority of the executive board.
11. Winston Campus local dues will always be at least \$.25 more than the total of the State and National dues combined.