

**Proposed Bylaw Changes : 3/19/2019**

**Article III: Policies : Section 6: Contractual Commitments**

There shall be no contracts signed by any PTO Board member that extend past the current school year.

change to :

There shall be no contracts signed by any PTO Board member that extend past **one calendar year**.

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**Article IV: PTO Membership : Section 6: Voting Privileges**

Only persons that have paid membership dues shall be eligible to vote in business meetings or serve on the PTO Board.

change to:

Only persons that have paid membership dues **(if any)** shall be eligible to vote in business meetings or serve on the PTO Board.

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**Article IV: PTO Membership : Section 7: Campus Access**

All DSA PTO members must sign in at the DSA office and wear a volunteer badge when they are on the DSA campus.

change to:

All DSA PTO members must sign in at the DSA office when they are on the DSA campus.

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**Article V: Executive Officers : Section 1: Positions**

The Executive Officers of the PTO shall be up to two (2) Co-Presidents, shall be up to two (2) Vice Presidents of Fundraising, up to two (2) Secretary(s), up to two (2) Treasurer(s), shall be up to two (2) Communications Director(s), and shall be up to two (2) Social Events Director(s) . Each of these 6 to 12 officers shall be a member of the PTO.

change to:

The Executive Officers of the PTO shall be up to two (1) Presidents, shall be up to two (2) Vice Presidents, up to two (2) Secretary(s), up to two (2) Treasurer(s), shall be one (1) Fundraising Director, one (1) Developmental Preschool Representative, one (1) French Program Representative, and one (1) Traditional Education Representative . Each of these 8 to 11 officers shall be a member of the PTO.

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**Article V: Executive Officers : Section 2: Nominations**

An election committee of at least 3 members may be formed in February. This committee shall recruit eligible nominees for each office with his or her consent and present the nominees at the General Meeting in March. At this time, additional nominees can be suggested from the floor. Nominees can be added to the ballot up until one week prior to the election. After this time, any new candidates will be considered write-ins on the ballot. This committee is also responsible for distributing and processing of absentee ballots and proxy forms, as is specified in Article V, Section 3. Persons who wish to run for an executive board position may not serve on the committee.

change to:

An election committee of at least 3 members may be formed in February, the committee members cannot be candidates for election. This committee shall recruit eligible nominees for each office with his or her consent and accept nominations through April 1st. This committee is also responsible for distributing and processing of absentee ballots and proxy forms, as is specified in Article V, Section 3.

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**Article V: Executive Officers : Section 3: Elections**

Executive Officers shall be elected in the month of May, by ballot. Ballots can be submitted in one (1) of the following methods:

- a. In person at the election in May.
- b. By proxy. A member may designate another member to cast a vote on their behalf. This proxy vote shall be arranged in advance, and a signed proxy form must accompany the designated member at the election. A limit of two (2) proxies is permitted for any designated member.

- c. Absentee ballot. Members may vote via an absentee ballot by submitting their vote prior to the election. The nominating committee is responsible for ensuring that all members are given the opportunity to submit an absentee ballot at least one (1) week prior to the election and a control process is in place to ensure that only one (1) ballot per family is submitted. The ballots shall be collected and tallied by a nominating committee member.

change to:

The Ballot will be announced at the April General Member Meeting. Voting will continue through April 30th. The election results will be tabulated on May 1st and the winners notified to begin transition planning. The new board will be presented at the May General Member meeting. Voting will take place primarily online, with paper ballot available as a backup.

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**Article V: Executive Officers : Section 5: Vacancies**

If a vacancy should occur in an officer position during the school year, the DSA PTO membership shall elect an alternate to complete the term of that position.

change to:

If a vacancy should occur in an officer position during the school year, the Executive Board will elect a replacement to serve for the remainder of the term.

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**Article VI: Duties of Executive Officers : Section 1: President/Co-Presidents**

Remove references to Co-President

Remove part (e) referencing the Communications Director

Remove "of Fundraising" from title and description

Remove (e) referencing Communications Director

(f) change to Communications Committee

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**Article VI: Duties of Executive Officers : Section 3: Secretary/Co-Secretaries**

Remove (f) referencing Communications Director

**Article VI: Duties of Executive Officers : Section 4: Treasurer/Co-Treasurers**

(d) Use an accounting software product to track all income and expenses and reconcile bank statements.

change to

(d)Use a cloud based accounting software product to track all income and expenses and reconcile bank statements.

(h)Transfer the accounting records to the incoming treasurer by start of next school year.

change to

(h)Provide access to the cloud accounting software to the incoming treasurer immediately upon being elected.

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**Article VI: Duties of Executive Officers : Section 5: Communications Director(s)**

Replace with

**Article VI: Duties of Executive Officers : Section 5: Fundraising Director**

The Fundraising Director will manage the committees servicing all minor fundraising activities such as:

- Dining For Dollars
- Frys
- Amazon Smile
- Box Tops
- Spirit Gear
- Used Uniforms

**Article VI: Duties of Executive Officers : Section 6: Events (Social) Director(s)**

Replace with

**Article VI: Duties of Executive Officers : Section 6: Developmental Preschool Representative**

The DPS Representative will advocate for the needs of the DPS classrooms and staff. They will manage the relationship between the PTO and the Class Parent Volunteers for those classes.

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**Article VI: Duties of Executive Officers : Section 7: French Program Representative**

The French Program Representative will advocate for the needs of the French immersion classrooms and staff. They will manage the relationship between the PTO and the Class Parent Volunteers for those classes.

**Article VI: Duties of Executive Officers : Section 8: Traditional Education Representative**

The Traditional Education Representative will advocate for the needs of the traditional education classrooms and staff. They will manage the relationship between the PTO and the Class Parent Volunteers for those classes.

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**Article VIII: Committees : Section 1: General Guidelines**

(c) The co-chairs for each committee shall present a plan of action to the officers for approval committee work shall **not** progress without the approving vote by a majority of the officers.

**Article X: Finances : Section 5: Financial Requests**

Teachers or staff requesting financial assistance from DSA PTO must submit their request in writing to the Executive Officers for consideration prior to the next PTO general meeting to allow for a vote by the PTO membership.