

North Augusta Elementary School Parent Teacher Organization Bylaws

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11. All proposed fundraiser activities shall be submitted to the principal for submission to the District for approval prior to undertaking any activity for such fundraiser. The principal, when necessary, shall present a fundraising request to whoever is in charge of such approvals and report to the PTO Executive Board the official reply to each request.
12. No commitments shall be made on behalf of the PTO unless specifically approved by the PTO's Executive Board. Authority to sign contracts is limited to the President or President's designee.
13. Notwithstanding any other provision of these articles, the PTO shall not carry on any activities not permitted to be carried on (i) by an organization exempt from Federal income tax under Section 501(c)(3) if the internal Revenue code, or (ii) by an organization, contributions to, which are deductible under Section 170(c)(2) of the Internal Revenue Code.
14. The PTO shall not seek to direct the administrative activities of the school, nor control school policies.
15. The PTO recognizes the principal's right to approve or disapprove decisions being placed before the Executive Board.
16. If any part of these bylaws shall conflict with the decisions, policies or procedures adopted by the BOE, they shall be deemed null and void and the decision of the BOE shall in all cases take precedence.

ARTICLE VI Confidentiality

1. All officers and members of the PTO are required to abide by the confidentiality policies outlined in the Aiken County Board Of Education (BOE) policies and in these bylaws. It is the goal of the PTO to respect all student information and to maintain a high degree of integrity with students, parents, staff and administration.
2. Executive Board members are permitted access to certain protected information during the course of the year, on an as-needed basis. Executive Board members are entrusted with student, school and district information that is not public information and are expected to treat this information with the same confidentiality as outlined in the BOE policies.
3. Pod Parents and Committee Chairs/members may also come into contact with confidential information, i.e. class lists, student addresses, phone number(s) and personal/medical information, etc., all of which is considered confidential information and protected under BOE policies.
4. Any written, spoken or otherwise translated 'protected' information, without proper consent, is a breach of the BOE policy and PTO bylaws and should not occur.

ARTICLE VII Officers and Elections

1. **Officers.** The officers shall be a president, vice president, secretary, ledger treasurer and a deposits treasurer.
 - a. **President.** The president shall preside over all meetings of the organization and executive board, and see that all motions, orders, bod execTJ 0 Tnfitted 3 Tw 25.371 02Tc -0-0.0011dive Boro(thatqii(i)carri(,)n Td [.are.onsen

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- e. Untimely agenda items and motions may be included in the agenda as time allows at the discretion of the Executive Board.
- f. The use of voting by proxy, mail, or email ballot is prohibited.
- g.

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4. **Quorum.** The quorum shall be one half of the sitting officers plus one. The use of voting by proxy, mail, or email ballot is prohibited. The board shall meet and confer before making decisions, unless all board members agree.

ARTICLE X Committees

1. **Membership.** Committees may consist of members and board members, with the president acting as an ex officio member of all committees.
2. **Standing Committees.** Examples of current standing committees are: Volunteer Coordinator, Box Tops/Labels for Education, Coupon Book Sales, Yearbook, Hospitality, Fall & Spring Carnivals, Santa Shop, Spirit Nights, and Pod Parents. Established committees may vary each school year based on the needs of the school. Committee chairs will be established at the start of each school year. There are no term limits for committee chairs
3. **Additional Committees.** The Executive Board may appoint additional committees as needed.

ARTICLE XI Fundraising

In an effort to coordinate and balance the various fundraising activities, the PTO will be f - 0.844p6e fo,ec -0.007 Tw appoanh

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13. Monthly bank statements should be opened by the President and within five days of receipt forwarded to the

