

Position Paper

Standing Rules



Region 2

The second way to help yourself out – believe it or not – is to **familiarize yourself with your Standing Rules**. An awful lot of the questions people ask us are answered with the phrase, “What do your Standing Rules say?” Your Standing Rules are simply the conditions your PTA has chosen to impose upon itself. It’s a good practice to adopt these each year at the initial meeting. Changes can be made at any General Membership meeting. (From the Leadership Handbook: "If the membership has been given proper notice prior to the date of the meeting of the intended change, then the change can be approved by a majority vote of the members present (if a quorum has been established). If no notice was given prior to the meeting, a 2/3 vote of the members present is required (if a quorum has been established).")

Adopting the Standing Rules at the start of the year ensures that your members have had the opportunity to see them and agree to the conditions your PTA has chosen to impose on itself. It gives each member the chance to notice any rules that might need to be modified, whether simply to align with current practice or to allow your PTA greater flexibility in its day to day operations.

(An aside to those units that can't find a recent copy of the Standing Rules. Don't panic. You're not the first PTA to be in this position. Just find the most recent copy you can. Read last year's minutes to see if any changes are mentioned, and include those if possible. Have someone trustworthy type it up, and have that version adopted. Then make sure all the officers have the electronic version for safekeeping, and make sure a hard copy is in each officer's notebook.)