

PDY PTO BYLAWS

ARTICLE I. Name. The name of the organization is the Pike Delta York Parent Teacher Organization of Delta, Ohio, hereafter referred to PDY PTO.

ARTICLE II. Purpose.

Section A. The purpose of the PDY PTO is to enhance and support the educational experience at PDY Schools. To develop a close connection between school and home by encouraging parental involvement and to improve the environment at PDY Schools through fundraising and family activities.

Section B. In keeping with this purpose, the PDY PTO shall provide the structure and organization to:

1. Promote the welfare of each student through improved communication between schools and community.
2. Provide assistance with district-wide projects as needed.
3. Serve in an advisory capacity to the administration.

Section C. PDY PTO is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code.

ARTICLE III. Membership and Dues.

Section A. Regular Membership: All parents, grandparents, and/or legal guardians of students who currently attend PDY Schools shall be considered members of the PDY PTO. They shall have the right to attend and participate in all meetings and activities of the PDY PTO, hold office, and have the right to vote on issues before the general membership.

Section B. Faculty Membership: All faculty and staff who currently are employed full-time and part-time at PDY Schools shall have the right to attend and participate in all meetings and activities of the PDY PTO. Faculty members shall have the right to vote on all issues before the general membership.

Section C. Dues: There shall be no dues.

ARTICLE IV. Meetings.

Section A. General Meetings: General meetings will occur during the months that school is in session. A schedule shall be established by the Executive Board during or before the first meeting of each school year. The first General Meeting shall occur no later than September 14th of each year.

Section B: Special Meetings: Special meetings of the PDY PTO or the Executive Board may be called by President, Executive Board, or as needed by Committee Leaders.

ARTICLE V. Officers and Elections.

Section A. Officer Composition: The officers shall be President, Vice President, Secretary, and Treasurer. The officers shall serve a two-year term from July 1 through June 30.

Section B. Officers.

1. President.
 - a. Prepare agenda for all General and Executive Committee meetings.
 - b. Preside over all General and Executive Committee meetings.
 - c. Make necessary appointments.
 - d. Represent the organization at meetings outside of the organization.
 - e. Serve as an authorized signatory on PDY PTO drafts from checking.
 - f. Coordinate with officers, committee members, and PDY Schools administration in order that the purpose of the PDY PTO is served.
 - g. Be responsible for in-servicing the President-elect.
2. Vice President.
 - a. Take charge of all responsibilities of the President in his/her absence.
 - b. Coordinate volunteers to assist at PDY PTO activities or on committees.
 - c. Be responsible for in-servicing the Vice President-elect.
3. Secretary.
 - a. Prepare formal minutes of all General and Executive Committee meetings. The minutes will include all topics discussed and all actions taken and to be taken.
 - b. Keep a record of all in attendance at General and Executive Committee meetings.
 - c. Shall organize and maintain a master volunteer list.
 - d. Distribute minutes for review to the Executive Committee, all PDY Schools principals, and the Superintendent within 14 days of a General Board meeting.
 - e. See that current bylaws and approved minutes are provided on the PDY Schools website.
 - f. Be responsible for in-servicing the Secretary-elect.
4. Treasurer.
 - a. Serve as an authorized signatory on the PDY PTO drafts from checking.
 - b. Receive and review monthly bank statements.
 - c. Shall keep an accurate record of all receipts and expenditures.
 - d. Make disbursements as authorized by the President, Executive Committee, or the PDY PTO in accordance with the adopted budget.
 - e. Present a financial report at each meeting.
 - f. Be responsible for preparing and filing all necessary tax forms.
 - g. Provide financial books to be audited by an independent party with the audit report given at the first scheduled meeting of the school year.

Section C. Elections.

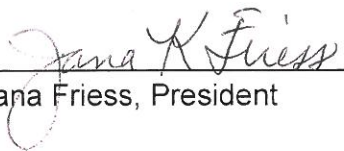
1. Elections will be held at the May meeting of each year. Nominations will be forwarded to any officer prior to the April meeting. At that meeting, a candidate list will be presented and nominations may also be made from the floor. If more than one person is running for an office, a ballot vote shall be taken at the May meeting.
2. If there is a vacancy in the office of President, the Vice President will become the President. At the next regularly scheduled meeting, a new Vice President will be elected. If there is a vacancy in any other office, members will fill the vacancy through election at the next regular meeting.

Section H. No loans shall be contracted on behalf of the PDY PTO. No evidences of indebtedness shall be issued in its name unless authorized by the Executive Board.

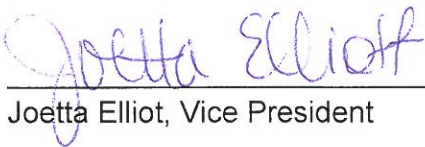
Section I. Upon dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, or to a state or local government, for a public purpose.

ARTICLE IX. Amendments.

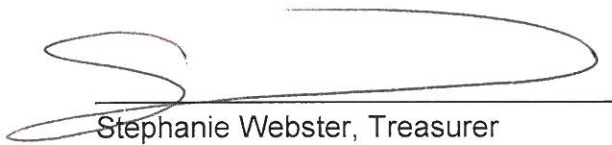
These bylaws may be amended at any regular or special meeting, providing that previous notice was given in writing at the prior meeting and then sent to all members of the organization by the secretary. Notice may be given by postal mail, email, or posting to the PDY Schools website and PDY PTO social media.



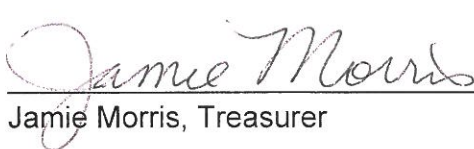
Jana Friess, President



Joetta Elliot, Vice President



Stephanie Webster, Treasurer

 4-14-15

Jamie Morris, Treasurer