

1. The Budget Committee shall consist of at least three Board Members appointed by the President (one to be the Treasurer). The proposed budget will be presented at the first meeting of the general membership in September. The Treasurer shall be chairperson of this committee.
2. The Nominating Committee shall be responsible for inviting an appropriate person to conduct the installation of officers.
3. The newly elected President shall be presented with the President's Pin at the Installation. This pin is to be passed on to each new President. A Vice President shall be responsible for obtaining the Past-President's pin and presenting this pin to the retiring President at the Installation ceremony.
4. The Royal Oak High School PTSA budget will provide tickets to the ROPTA Council Founder's Day Banquet for: the Principal, the President, the Teacher Representative, and the Membership Chair. The remainder of the budgeted amount will be divided equally among all board members attending.
5. The President's Fund shall be available to the President during his/her term in office and is to be used at the President's discretion for PTSA related expenses. Usual rules apply for reimbursement.
6. If a ROHS PTSA Board Member, ROHS Staff Member or ROHS student or a member of their immediate family should pass away, this PTSA shall present a remembrance not to exceed twenty-five dollars (\$25.00) in the name of the deceased. The President shall handle this duty.
7. Any executive board member that misses two (2) consecutive meetings without prior notification to the President shall have their position on the PTSA Executive Board declared vacant.
8. All motions are to be written and given to the Recording Secretary at the time they are made. Written motions are to be kept with the minutes of the meeting at which they are made.
9. All publicity of the Royal Oak High School PTSA such as fliers, posters, etc. shall bear the name of the PTSA.
10. "The registration fee, ½ of the charge for a standard room and \$25 per day food allowance shall be paid for any current member of this PTSA to attend PTSA training. In order to qualify for reimbursement, a member must attend four regular meetings. These members will report at the next PTSA meeting. If the amount due to attendees exceeds the budgeted line item, the total fund in the line item will be disbursed EQUALLY among the attendees. ROHS PTSA will pay the registration fee when due. The remainder of reimbursements will be paid upon attendee's return from training, contingent upon furnishing the Treasurer with their room and meal receipts."
11. These Standing Rules will be reviewed, revised (if necessary) and voted on annually at the first regular meeting of this PTSA in September. It will be so noted in the minutes. An up-to-date copy of the Standing Rules will remain with the Recording Secretary to be passed down with the records to their successor.
12. In accordance with non-profit guidelines (IRS Status 501(c)(3)), Royal Oak High School PTSA shall not give funds to an organization, no matter how worthy, unless it directly benefits members within the ROHS community. Said donations are not to exceed \$25 (twenty-five dollars) per donation unless authorized by a majority of the ROHS PTSA general membership.