

Policy Title: Draft Parent Association Meetings Policy

Date Created: 3/4/09

Review Date:

Policy Number: PA-3

Body of Origin: Parent Association

Review Authority: Parent Association

Policy Details:

The Parent Association holds three types of meetings:

1. Executive meetings: are scheduled at the discretion of Parent Association executives. Executives shall meet prior to the start of the school year and establish the date of the first general meeting.
2. Officer meetings: Officer meetings will be held bi-monthly. The agenda will be set in advance with time guidelines for each item. The minutes shall be posted on the Parent Association board within one week.
3. General meetings: Four general meetings will be held each year. All school families are invited to the general meetings. The format of the meeting is at the discretion of the executives, but must specifically further at least one aspect of the PA mission. Effort will be made to reach families individually to announce meetings with adequate notice (e.g., newsletter, e-mail, class parents).