

STANDING RULES

1. The Rice IB World School PTA encourages special recognition for teachers and staff through events such as Christmas Party, Teacher Appreciation Day, Public Schools Week activities, or other special events deemed appropriate by the Executive Board.
2. An award will be given to the class with the highest percentage membership in the Rice PTA each year.
3. Rice PTA supports its volunteer programs including art, reading, math, computer, library, environment, and music and homeroom volunteers.
4. Playday is a planned function of the Rice IB World School PTA in conjunction with Rice IB World School leadership and designated staff.
5. All monies collected (contributions, can drives, paper drives, etc.) through the Environment Committee shall be spent for environmental purposes as outlined by the Texas PTA and approved by the Executive Board. Any monies not spent by May 31 will be placed into the PTA projects account unless a written proposal for a designated project utilizing the monies has been submitted and approved the Executive Board. PTA will continue to budget a specified amount to support awards and incentives given for student efforts.
6. Rice IB World School PTA will pay for the following individuals to attend the annual Founder's Day Banquet: school principal, PTA president, PTA vice-president, Life Member recipients for the current year, and first-place council level Reflections contest winners from Rice, the PTA Reflections chairman, and the PTA Membership chairman. Spouses and/or parents will be invited guests of Rice IB World School PTA. Each placing contestant will be limited to two (2) parents.
7. All projects of the Rice IB World School PTA being funded through the PTA projects account must be complete and paid in full by May 31, unless a written proposal for a designated project has been submitted to and approved by the Executive Board. Proposals not acted upon by Oct. 1 of the following school year shall be re-evaluated by the current year acquisitions committee.
8. All line item budgeted funds, not spent by the end of the fiscal year, May 31, shall be placed into the PTA projects account for carry over to the following year, unless a written proposal has been approved by the Executive Board by May 31.
9. The Rice IB World School PTA will encourage the Executive Board President and Officers to take advantage of all training opportunities offered at the district and state level by paying the registration fee for all officers who wish to attend Fall Workshop, Spring Conference, Summer Seminar and State Convention or other opportunities. Rice IB World School PTA will pay for up to eight Board members to attend Summer Seminar. Reimbursable expenses include hotel room rental, reasonable meal expenses and gasoline.
10. An acquisitions committee will be selected at the first Executive Board meeting of the association. The acquisitions committee will be chaired by the vice-president. Members will include the PTA President, the school principal, two (2) parent liaisons, and two (2) teachers. The acquisitions committee will

gather data on how best to spend monies from fundraisers by conducting surveys of parents, teachers, students, or by doing other appropriate research. The committee shall use data to make recommendations for projects and expenditures to the Executive Board for approval by majority vote. After passing approval of the Executive Board, all projects and expenditures must be submitted at a meeting of the general association for approval by a majority vote.

11. The Rice IB World School PTA will maintain appropriate levels of all types of insurance coverage suggested by the Texas PTA. Currently, the Texas PTA recommends four types of insurance including (1) general liability coverage, (2) officer's liability coverage, (3) fidelity bond coverage and (4) property coverage. This will be reviewed yearly to identify any additional coverage needed.
12. The Rice IB World School PTA will provide indemnification insurance for its Executive Board members, and the Executive Board shall approve the amount and limits of such insurance policy.
13. The PTA president will appoint an Executive Board member to review and make any necessary changes to the bylaws and standing rules every three years.
14. At each monthly PTA meeting, the PTA Secretary will call for three (3) board members present to agree to review and either correct and resubmit to the secretary or approve the minutes from the meeting. This may be done via electronic methods.
15. Rice IB World School PTA standing committees are: Aluminum Can Drive, Arts in Education, Awards, Box Tops for Education, Bulletin Board, Camp Tyler, Circle of Dads, Computer Lab, Concessions, Dads' Events, Directory, Environment, Family Fun Night, Family Learning Night, Fundraiser, Grade Level Coordinator, Kindergarten Grade Level Representative, First Grade Grade Level Representative, Second Grade Grade Level Representative, Third Grade Grade Level Representative, Fourth Grade Grade Level Representative, Fifth Grade Graduation and Grade Level Representative, Hospitality, Legislative Information, Library, Marquee, Membership, Newsletter, Office Coordinator, Partner School, Playday, Red Ribbon Week, School Supplies, Spirit Shirts, Texas Public Schools, Volunteer Coordinators, Welcome Committee and Yearbook.