

Michigan PTA
1390 Eisenhower Place
Ann Arbor, MI 48108
734-975-9500

Date 2/24/2015

Unit: 410013 Rochester Adams High School PTSA

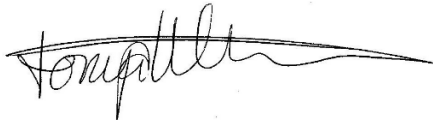
Region: D

Dear President:

Thank you for submitting your bylaws. They have been reviewed and are approved as printed.

If you have any questions about this determination feel free to contact me at **bylaws@michiganpta.org**.

Sincerely,
Tonya Whitehead

A handwritten signature in black ink, appearing to read 'Tonya Whitehead', with a long horizontal flourish extending to the right.

Michigan PTA Bylaws Chair
bylaws@michiganpta.org
517-712-8166

Bylaws of the Rochester Adams High School PTSA

Michigan ID #410013

Date of Adoption _____

City: Rochester Hills

County: Oakland

Council: Rochester Community PTA Council

Region: D



Article I: Name

The name of this organization is the Rochester Adams High School Parent-Teacher-Student Association (PTSA) Rochester Hills, Michigan. It is a local PTA unit organized under the authority of the Michigan Congress of Parents and Teachers, (Michigan PTA), a branch of the National Congress of Parents and Teachers (National PTA).

Article II: Articles of Organization

The articles of organization of a constituent organization include (a) the bylaws of such organization and (b) the certificate of incorporation or articles of incorporation of such organization (in cases in which the organization is a corporation) or the articles of association by whatever name (in cases in which the organization exists as an unincorporated association).

#Article III: Purposes

Section 1. The Objects of the Rochester Adams High School PTSA, in common with those of the National PTA and the Michigan PTA are:

- a. To promote the welfare of children and youth in home, school, community and place of worship.
- b. To raise the standards of home life.
- c. To secure adequate laws for the care and protection of children and youth.
- d. To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.
- e. To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social and spiritual education.

Section 2. The Objects of the National PTA, the Michigan PTA and the Rochester Adams High School PTSA are promoted through an educational program directed toward parents, teachers, and the general public; are developed through conferences, committees, projects, and programs; and are governed and qualified by the basic policies set forth in Article IV.

Section 3. The organization is organized exclusively for the charitable, scientific, literary or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding Section of any future Federal tax code (hereinafter "Internal Revenue Code").

Article IV: Basic Policies

The following are basic policies of the Rochester Adams High School PTSA in common with those of the National PTA and the Michigan PTA:

- a. The organization shall be noncommercial, nonsectarian, and nonpartisan.
- b. The organization or members in their official capacities shall not endorse a commercial entity or engage in activities not related to promoting the Objects of the organization.
- c. The organization or members in their official capacities shall not—directly or indirectly—participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.
- d. The organization shall work with the schools to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities.
- e. The organization shall not enter into membership with other organizations except such international or national organizations as may be approved by the National PTA Board of Directors, The Michigan PTA or any of its divisions may cooperate with other organizations and agencies concerned with child welfare, but a PTA/PTSA representative shall make no commitments that bind the group he represents.
- f. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, directors, trustees, officers, or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article III hereof.
- g. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from federal income tax under Section 501(c) (3) of the Internal Revenue Code, or (ii) by an organization, contributions to which are deductible under Section 170 © (2) of the Internal Revenue Code.
- h. Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more non-profit funds, foundation, or organizations which have established their tax exempt status under Section 501(c) (3) of the internal Revenue Code.

Article V: Relationship with National PTA and State PTA

Section 1. This PTSA shall be organized and chartered under the authority of the Michigan PTA in the area in which this PTSA functions, in conformity with such rules and regulations, not in conflict with the National PTA Bylaws, as the Michigan PTA may in its bylaws prescribe. The Michigan PTA shall issue to this PTSA an appropriate charter evidencing the due organization and good standing of this PTSA.

A local PTSA in good standing is one which:

- a. Adheres to the Objects and basic policies of the PTA;
- b. Remits the national portion of the dues through the state PTA to reach the national office by dates designated by the National PTA;

- c. Has bylaws approved according to the procedures of each state; and
- d. Meets other criteria as may be prescribed by the individual state PTA.
- e. Operates under bylaws which have been reviewed/revised and approved every three (3) years by the Michigan PTA Committee on Bylaws.
- f. Has paid per capita dues of its members and local unit dues to the Michigan PTA by the dates required in these bylaws.

Section 2. This PTSA shall adopt such bylaws for the government of the organization as may be approved by the Michigan PTA. Such bylaws shall not be in conflict with the Bylaws of the National PTA or the bylaws of the Michigan PTA.

Section 3. Bylaws of each constituent organization shall include an article on amendments.

Section 4. Each officer or board member of a constituent organization shall be a member of a local PTSA within its area.

Section 5. Each officer or board member of a local PTSA shall be a member of such local PTSA.

Section 6. This PTSA shall keep such permanent books of account and records as shall be sufficient to establish the items of gross income, receipts and disbursements of the organization, including, specifically, the number of its members, the dues collected from its members, and the amount of dues remitted to the Michigan PTA. Such books of account and records shall at all reasonable times be open to inspection by an authorized representative of the Michigan PTA or, where directed by the Committee on State and National Relationships, by a duly authorized representative of the National PTA.

Section 7. The charter of this PTSA shall be subject to withdrawal and the status of such organization as a PTSA unit shall be subject to termination, in the manner and under the circumstances provided in the bylaws of the Michigan PTA.

Section 8. This local PTSA is obligated, upon withdrawal of its charter by the Michigan PTA:

- a. To yield up and surrender all of its books and records and all of its assets and property to the Michigan PTA or to such agency as may be designated by the Michigan PTA, or to another local PTA/PTSA organized under the authority of the Michigan PTA;
- b. To cease and desist from further use of any name that implies or connotes association with the National PTA or the Michigan PTA or status as a constituent organization of the National PTA; and
- c. To carry out promptly, under the supervision and direction of the Michigan PTA, all proceedings necessary or desirable for the purpose of dissolving this PTSA.

Section 9. This PTSA shall collect dues from its members and shall remit a portion of such dues to the Michigan PTA as provided in Article VI hereof.

Section 10. Only members of a local PTSA who have paid dues for the current membership year may participate in the business of that association.

Section 11. Bylaws of each constituent organization shall include a provision establishing a quorum.

Section 12. The members of the nominating committee for officers of a constituent organization shall be elected by the membership, Board of Directors/Managers, Executive Board, or Executive Committee.

Section 13. Voting by proxy shall be prohibited.

Section 14. Each local PTSA shall include in its bylaws provisions corresponding to the provisions of such of the Bylaws of the National PTA as are identified herein by a number sign (#).

Section 15. The adoption of an amendment to any provision of the Bylaws of the National PTA identified by a number sign (#) shall serve automatically and without the requirement of further action by the local PTSA to amend correspondingly the bylaws of each local PTSA. Notwithstanding the automatic character of the amending process, the local PTSAs shall promptly incorporate such amendments in their respective bylaws.

Section 16. Each local PTSA shall include in its bylaws provisions corresponding to the provisions of such of these bylaws as are identified by the state symbol #.

Section 17. A local PTSA shall be organized and chartered under the authority of the Michigan PTA in any geographical area within the State where no local unit for the college, high school, junior high/middle school, elementary school, preschool or special education group exists.

The PTSA shall be known as Rochester Adams High School Parent, Teacher, Student Association (PTSA), in membership with the Michigan PTA and National PTA and conform with such rules and regulations, not in conflict with the Bylaws of the National PTA as the Michigan PTA may in its Bylaws prescribe. The PTSA shall be organized by the Michigan PTA President, President Elect, a Region Director, Field Service Representative or any qualified member of the Board of Directors, as appointed by the Region Director, and shall be self-governing in accordance with the Bylaws of the Michigan PTA and the National PTA.

Local PTSAs become Michigan PTA units upon adoption of bylaws which have been approved by the Michigan PTA Committee on Bylaws and payment of Michigan PTA and National PTA dues. Ten (10) or more members are required to organize a local unit and twenty-five (25) or more to sustain the charter. Any unit found to be in violation of this section shall be able to appeal the withdrawing of their charter through the Committee on Local PTSA and Council Relationships.

- a. The bylaws of a local PTSA shall be deemed to be part of its articles of organization and its bylaws shall so provide. Upon approval of bylaws a charter shall be issued.
- b. Local PTSAs shall review/revise their bylaws every three (3) years and submit three (3) copies to the Michigan PTA Committee on Bylaws for approval.

Section 18. The name and address of the president of each local PTSA shall be sent to the Michigan PTA Office immediately following election.

Section 19. There shall be but one person serving in any elected office.

Article VI: Membership and Dues

Section 1. Every individual who is a member of this PTSA is, by virtue of that fact, a member of the National PTA and of the Michigan PTA by which such local PTSA is chartered, and is entitled to all the benefits of such membership.

Section 2. Membership in PTA shall be open, without discrimination, to anyone who believes in and supports the Mission and Purposes of National PTA, under such rules and regulations, not in conflict with the provisions of the Bylaws of the National PTA, as may be prescribed in the bylaws of this PTSA.

Section 3. This PTSA shall conduct an annual enrollment of members, but may admit persons to membership at any time.

Section 4. Each member of this PTSA shall pay such annual dues to said organization as may be prescribed by the organization. The amount of such dues shall include the portion payable to the Michigan PTA (the "state portion") and the portion payable to the National PTA (the "national portion").

Section 5. The amount of the state portion of each member's dues shall be determined by the Michigan PTA. The national portion of each member's dues shall be two dollars twenty five cents (\$2.25) per annum

Section 6. The Michigan portion of each members dues shall be three dollars twenty five cents (\$3.25) per annum.

Section 7. Each member of this PTSA shall pay annual dues set by the Executive Board and be voted on and approved by the membership at the May meeting each year. Student and Faculty annual dues will also be determined by the Executive board and voted on and approved by the membership at the May meeting.

Section 8. The state and National PTA portions of the dues paid by each member of this PTSA shall be set aside by this PTSA and remitted to the Michigan PTA through such channels and at such times as the state bylaws may provide. Each state PTSA shall pay to the National PTA the amount of the national portion of dues paid by all members of local PTSAs in its area.

Section 9. The membership year to the Michigan PTA shall be from the first day of October through the thirtieth (30) day of September of the following year.

Section 10. The local PTSA treasurer shall keep the record of the National PTA and the Michigan PTA portions of the membership dues separate from the record of the general funds of the local PTSA.

Section 11. The Michigan PTA and the National PTA dues shall be remitted by the treasurer of the local PTSA to the Michigan PTA State Office on a monthly basis by the 28th of each month. The remittance to the Michigan PTA shall be accompanied by a Treasurer's Remittance Report, showing the name and address of the president and treasurer of the association, the amount of dues collected during the period covered by the report, and the number of the members of the association.

Section 12. All unsold membership cards shall be returned to the State PTA Office by June 1 of each year. A local unit shall be billed for any unaccounted for membership cards.

Section 13. Each local PTSA shall pay \$25.00 annual unit dues to the Michigan PTA on or before June 1 of each fiscal year. This payment will constitute payment for the following fiscal year. No unit packet shall be distributed until payment of unit dues to Michigan PTA is received.

Section 14. Privileges of making motion, debating, voting, holding office, serving as chairmen of standing or special committees or serving on committees shall be reserved for members.

Section 15. Each local PTSA shall submit a copy of their annual audit and budget to the Michigan PTA state office by December 1st of each year.

Article VII: Officers and Their Election

Section 1. Each officer shall be a member of this PTSA.

Section 2. There shall be but one person serving in any elected office.

Section 3.

- a. The officers of this organization shall consist of a president, one vice president(s), a secretary, and a treasurer.
- b. Officers shall be elected by ballot in the month of May. However, if there is but one nominee for any office, election for that office may be by voice vote.
- c. Officers, with the exception of the Treasurer, shall assume their official duties on June 1st and shall serve for a term of one year. Outgoing Treasurers are responsible for completing an end of year financial statement, turning the books over to an auditor or audit committee and filing any tax paperwork that is required prior to relinquishing their position.
- d. A person shall not be eligible to serve more than two consecutive terms in the same office, unless no one volunteers to hold that office.

Section 4. Nominating committee:

- a. There shall be a nominating committee consisting of three to five members, one of whom shall be selected by the executive board from its body, and the balance elected by the association at a regular meeting prior to February 1st. This nominating committee shall select its own chairman immediately following the election.
- b. The nominating committee shall nominate one or more eligible persons for each office to be filled and report its nominees at the regular meeting in April, at which time additional nominations may be made from the floor.
- c. Only those persons who are members of a PTA or PTSA and have signified their consent to serve if elected shall be nominated for, or elected to, such office.

Section 5. Vacancies:

A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the executive board, notice of such election having been given. In case a vacancy occurs in the office of president, the first vice president shall serve notice of the election.

Article VIII: Duties of Officers

Section 1. The president shall:

- a. Preside at all meetings of the association;
- b. Perform such other duties as may be prescribed in these bylaws or assigned by the association;
- c. Be a member ex officio of all committees except the nominating committee;
- d. Coordinate the work of the officers and committees of the association in order that the Objects may be promoted.
- e. Attend meetings called by the Council, when in membership with Council, or arrange for his duly elected alternate to attend.
- f. In the event of consolidation, change of name, or disbandment of this unit, notify the Michigan PTA

Section 2. The vice president(s) shall:

- a. Act as aide(s) to the president;
- b. Perform the duties of the president in the absence or inability of that officer to serve.
(In designated order)

Section 3. The secretary shall:

- a. Keep an accurate record of the minutes of all meetings of the association and of the executive board,
- b. Have a current copy of the bylaws;
- c. Maintain a membership list;
- d. Perform other delegated duties as assigned;
- e. Conduct the correspondence delegated to him/her.
- f. Immediately following the election, send the name and address of the newly elected president to the Michigan PTA Office.

Section 4. The treasurer shall:

- a. Have custody of all the funds of the association;
- b. Keep a full and accurate account of receipts and expenditures;
- c. Make the disbursements as authorized by the president, executive board, or association in accordance with the budget adopted by the association;
- d. Have checks or vouchers signed by two persons, the treasurer and one other person;
- e. Present a financial statement at every meeting of the association and at other times when requested by the executive board;
- f. Make a full report at the meeting at which new officers officially assume their duties (usually the annual meeting);
- g. Keep the record of the National and State portions of the membership dues separate from the record of the general funds of the local unit, as provided in these Bylaws Article V, Section 6;
- h. Submit the books annually for an audit by an auditor or auditing committee selected by the executive board after the books close on July 1st and no later than July 30th;
- i. Forward the \$25.00 unit dues to the Michigan PTA office on or before June 1 of each fiscal year.
- j. Forward National and State monies to the Michigan PTA office on a monthly basis by the 28th of each month.

- k. Submit copies of the annual audit and budget to the Michigan PTA state office by December 1st of each year.

Section 5. The treasurer's accounts shall be examined annually by an auditor or an auditing committee of not less than three members, who, satisfied that the Treasurer's annual report is correct, shall sign a statement of that fact at the end of the report. The auditing committee shall be appointed by the executive board at least two weeks before the annual meeting.

Section 6. All officers shall:

- a. Perform the duties prescribed in the parliamentary authority in addition to those outlined in these bylaws and those assigned from time to time.
- b. Deliver to their successor all official material not later than ten days following the expiration of their term of office.

Article IX: Executive Board

Section 1.

- a. The executive board shall consist of the officers of the association and the principal of the school or a representative appointed by them.
- b. The president may appoint a parliamentarian, subject to the approval of the officers of the association.
- c. The members of this board shall serve for a term of one year and shall remain in office until their successors assume office.

Section 2. All of the Executive Board members shall be members of this PTSA.

Section 3. A PTSA member shall not serve as a voting member of a constituent organization's board on the local, council, district, region, state or national level while serving as a paid employee of, or under contract to, that constituent organization.

Section 4. The duties of the executive board shall be:

- a. To transact necessary business in the intervals between association meetings and such other business as may be referred to it by the association;
- b. To create standing and special committees;
- c. To approve the plans of work of the standing committees;
- d. To present a report at the regular meetings of the association;
- e. To appoint an auditor or an auditing committee at least two weeks before the annual meeting to audit the treasurer's accounts;
- f. To prepare and submit to the association for adoption a budget for the fiscal year;
- g. To approve routine bills within the limits of the budget;
- h. To determine the method of selecting delegates and alternates to represent the unit at council meetings, if unit is in membership with a council;
- i. To obtain a fidelity bond for the treasurer and all persons authorized to handle funds and securities;
- j. Register the signature of the Treasurer, the President and the Secretary for all accounts at the bank. All checks shall bear two (2) of the three (3) signatures registered with the bank.
- k. To determine the method of selecting delegates and alternates to represent the unit at the convention of Michigan and National PTA.

Section 5. Regular meetings of the executive board shall be held during the school year, the time to be fixed by the board at its first meeting of the year. A majority of the executive board members shall constitute a quorum. Special meetings of the executive board may be called by the president or by a majority of members of the board.

Section 6. The executive board shall have the power to disburse funds not enumerated in the budget up to the amount of \$200 by a majority vote.

Article X: Meetings

Section 1. Regular meetings of the association shall be determined by the executive board and published on the school website. If any date changes are required after the schedule is published, at least five days' notice will be given.

Section 2. Special meetings of the association may be called by the president or by a majority of the executive board, five days' notice having been given.

Section 3. The annual meeting shall be held in May.

Section 4. Three members shall constitute a quorum for the transaction of business in any general, annual or special meeting of this association.

Article XI: Standing and Special Committees

Section 1. Only members of the association shall be eligible to serve in any elective or appointed positions.

Section 2. The executive board may create such standing committees as it may deem necessary to promote the Objects and carry on the work of the association. The term of each chair shall be one year. No member shall serve as chairman of the same committee for more than two consecutive terms, unless no one volunteers to assume the position.

Section 3. The chair of each standing committee shall present a plan of work to the executive board for approval. No committee work shall be undertaken without the consent of the executive board.

Section 4. The power to form special committees and appoint or elect their members rests with the association (unless the bylaws delegate this power to the president or the executive board).

Section 5. The president shall be a member ex officio of all committees except the nominating committee.

Article XII: Council Membership

Section 1.

- a. The association shall be represented in meetings of the Rochester Community PTA Council by its president or alternate, and by one delegates or their alternates. All representatives to a council must be members of a local unit.
- b. Delegates and their alternates shall be chosen by selection during the May meeting.

- c. Delegates to the Rochester Community PTA Council shall serve for a term of one year.

Section 2. This association shall pay annual dues to the Rochester Community PTA Council as provided in the council bylaws or standing rules.

Article XIII: Fiscal Year

The fiscal year of this PTSA shall begin on July 1st and end on the following June 30th.

Article XIV: Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the National PTA and its constituent organizations in all cases in which they are applicable and in which they are not in conflict with these bylaws, the bylaws of the Michigan PTA, and the Bylaws of the National PTA, or the articles of incorporation.

Article XV: Disbandment

Section 1. If a local PTSA unit is considering disbandment, the local unit executive committee shall meet with the Field Service Representative or the Region Director prior to formal action.

Section 2. After meeting with the Field Service Representative or Region Director, the written notice stating the recommendation of the executive board shall be given to each member entitled to vote at such meeting and to the President of the Michigan PTA, to the appropriate Field Service Representative and council at least thirty (30) days prior to the date of such a meeting.

Section 3. Only those persons who were members in good standing thirty (30) days prior to date of the vote of disbandment shall be entitled to vote. Membership enrollment shall be available at any time. (See Article VI – Membership, #Section 3.)

Section 4. Approval of disbandment of a local unit shall require the affirmative vote of at least two-thirds (2/3) of the members present and entitled to vote at the meeting, a quorum being present. The secretary shall notify their council president, if part of a council, Field Service Representative and the Michigan PTA Office of the decision.

Section 5. Should a local unit fail to:

1.
 - a) elect officers and
 - b) hold at least one (1) meeting and
 - c) enroll at least twenty-five (25) members and
 - d) pay the \$25.00 unit dues by December 1st,

the immediate past treasurer or the principal shall notify their council president, if part of a council, Field Service Representative and the Michigan PTA Office.

2. Activate itself before the end of the school year, its assets, funds and records shall be turned over to the Michigan PTA to be held in escrow until the unit reactivates itself, a period not to exceed two (2) years.
3. Reactivate itself during this two (2) year period, its funds and assets shall become the property of the Michigan PTA.

Article XVI: Amendments

Section 1.

- a. These bylaws may be amended at any regular meeting of the association by two-thirds (2/3) vote of the members present and voting, provided that notice of the amendment has been given at the previous regular meeting and that the proposed amendment shall be subject to approval of the Michigan PTA.
- b. A committee may be appointed to submit a revised set of bylaws as a substitute for the existing bylaws by a majority vote at a meeting of the association, or by a two-thirds (2/3) vote of the executive board. The requirements for adoption of a revised set of bylaws shall be the same as in the case of an amendment.
- c. Submission of amendments or revised bylaws for approval by the state PTA shall be in accordance with the bylaws or regulations of the Michigan PTA.
- #d. After adoption of these bylaws three (3) copies of the bylaws shall be sent for approval to the Michigan PTA office.
- #e. After approval of any amendments three (3) copies of all approved amendments together with one (1) copy of current bylaws, shall be sent for approval to the Michigan PTA office.

Section 2. The adoption of an amendment to any provision of the Bylaws of the National PTA identified by a number sign (#) shall serve automatically and without the requirement of further action by the local PTSA to amend correspondingly the bylaws of each local PTSA. Notwithstanding the automatic character of the amending process, the local PTSAs shall promptly incorporate such amendments in their respective bylaws.

#**Section 3.** The adoption of an amendment to any provision of the bylaws of the Michigan PTA identified by a number (#) symbol shall serve automatically and without the requirement of further action by the local PTSA to amend correspondingly the bylaws of each local PTSA.

PTSA Meeting Minutes
ADAMS HIGH SCHOOL
October 21, 2014 at 9:00am

Call Meeting to Order: John Zielke, 9:06am

President's Report: John Zielke

- Welcome
- Capital donations are around \$11,613

Counseling Report: Jessica Bellamo

- Freshmen meetings took place this month. Career Cruising and requirements were discussed. All students should have a user ID/password to access this resource from home. Career Cruising is an online resource that allows students to explore career fields and colleges that have related programs. Students can also use the resume' builder to keep track of activities and service activities. Students are encouraged to keep track of these items now.
- New students to Adams met with counselors this month. Graduation requirements and Career Cruising discussed.
- Sophomore meetings will be held in December. Graduation requirements and what to expect will be discussed.
- Seniors - Counselors have met with Seniors to check in on college application progress. Parent asked about Financial Aid offers - these differ by school but will generally come out Jan-Feb time-frame after student is accepted.
- College Night was held on October 14th at Stoney Creek HS. Over 100 colleges were represented. Next year, Adams will host this event.
- PSAT Exam - Adams had 184 students take the exam October 18th
- An ACT practice exam will be given at Adams for Juniors only on November 4th. The exam will be given by Princeton Review.
- Financial Aid workshop to answer questions about aid will be held at Stoney Creek on November 20th, 6:30pm.
- Freshmen Mentors are selling Cheesecakes through November 4th to raise money for this valuable program. Please support this fundraiser. Counselor, Christy Clements is the advisor for this group.

VP's Report: Michelle Bueltel

- The only Chair position still open is **Welcome Ambassador** - Chair will meet with committee to come up with ways to welcome new Adams families (many are new to the area). This could be a simple coffee with new families or you can match existing families with new families via email. Volunteers have signed up to help on this committee, so we are looking for a Chairperson to help organize. Please let Michele Bueltel know if you can volunteer for this position.
- Committee Updates
Green Schools - Joan Dallapiazza, Chair - Joan gave an update on the Green Schools Committee. She has met with teachers and toured the areas at Adams to get an idea of what is in place. The Green School application is due in March. Adams is at the highest level, Evergreen, and we are aiming to maintain that status. The categories for this distinctions are:
 1. Recycling
 2. Energy
 3. Environmental
 4. Miscellaneous
 5. Proposed Activities

If you know of anything Adams is doing to support any of these categories, please let Joan know, so it can be included in the application. dalla86@msn.com.

Ideas to improve recycling efforts include possibly moving (or purchasing more) recycling bins in the cafeteria; taking a look at sporting events to make sure recycling receptacles are in place; and looking into possible PTA grants available to fund Green School projects.

Legislative - A Candidate Forum was held on October 3rd in preparation for the upcoming election. PTA Council sponsored this event.

Carson's Community Day - Janice Dawson - Committee and students are selling Coupon Booklets - a portion of the sales goes to the PTSA. Coupons can be used November 14-15. Contact PTSA if you can help sell books or would like to purchase one.

Senior All Night Party (SANP) - Janice Dawson - All the Chairpersons for this event are in place. They still need help in business solicitations. If you can help out, please contact the PTSA.

Public Relations - Lisa VanOphem is the new PTSA PR Chair. Lisa will be coordinating Adams' PR opportunities by gathering stories from all of our clubs and organizations. If you hear of any noteworthy news, please email walkerh4@gmail.com.

Staff Appreciation Luncheon - Scheduled for **December 11th**. More information to follow.

- **Directory Update** - Directory set to publish by November. Cost of directory may not be completely covered by advertising revenue.
- **Bylaws Vote**- Proposed changes to the Bylaws were reviewed. One change was made to the proposed bylaw changes: Article VII, Section 3C, to add "or auditing committee" to read as follows:

c. Officers, with the exception of the Treasurer, shall assume their official duties on June 1st and shall serve for a term of one year. Outgoing Treasurers are responsible for completing an end of year financial statement, turning the books over to an auditor or auditing committee and filing any tax paperwork that is required prior to relinquishing their position.

Vote: Motion to approve, as amended, all proposed changes to Bylaws as presented, made by Michelle Bueltel. Motion seconded by Lisa VanOphem. Motion approved by majority vote.

Secretary's Report: Melanie Heaphy

- Approved September 26th minutes.

Treasurer's Report: Heather Durbin

- Current financial statement reviewed. Reflections to be increased by \$200, will be added to next report.

Principal's Report: Kevin Cumming

- **Homecoming** - Events and game were very successful this year. 1200 tickets were sold this year. A parade was held for the first time this year with Varsity sport teams, cheerleaders, marching band, student council and Freshmen/Mentors participating in the event. A tailgate was sponsored by Student Council and Freshmen Mentors. Teachers volunteered to cook food and students provided games. All Freshmen got into the game for free.
- **Student Council Report** - Rachel/Camille (Student Council) gave a brief report on activities. They thanked all PTSA Coat Check volunteers - it all went well and they couldn't have done it without your help. Upcoming events are: .
November 12th - Blood Drive (would like to encourage outside school participation).
November 17th week - Can Drive (Canley Cup competition between classes). Donations benefit Rochester Neighborhood House. Looking for charity recommendations for their annual charity event - any ideas, let them know.
- **SIP Update** - School Improvement Plan - 5 year annual review is scheduled for February. Vice Principal Debra Cooper is visiting Kentwood High School to observe this review process. Mrs. Cooper and the committee is asking for parent participation in a brief SURVEY, to collect data in preparation for this review. A link will be emailed to you to complete this online survey. **Please take a few moments to answer this survey - it is important!**
- **Veteran's Day Celebration** - Adams will be hosting a Veteran's Day Celebration on **November 13th**. All Veterans in our community are invited to attend a lunch. Veterans will be speaking to the U.S. History students. Please stay tuned for a flyer that will be coming out soon.
- **Junior Testing** - We are still waiting to hear back from State on plans for testing next year. As soon as more information is available, it will be passed along to parents.
- Student Teacher Conferences - well attended - especially, the first night. PD Day on **October 13th** (aligning/updating curriculum held at Stoney Creek HS). Next PD Day on **November 4th**.
- **May 28th PTSA Meeting - Need to change date of meeting due to conflict - TBD**
- **Capital Funding** - Looking into media center furniture purchase. Discussions have taken place among several Adams organizations inquiring about funding a major, long-lasting project (for example, a new marquee). Questions need to be answered in terms of District policies on parity amongst other schools. More info to follow.

November Meeting Topics - Looking for ideas on meeting topic theme (guest speaker) for November 18th 7pm meeting. One idea is Cyber safety. If you have topic ideas, please forward to the Board.

Meeting adjourned at: 10:15am

Next meeting: November 18th, 7pm