

DFES PTA MOTION/RESOLUTION FORM

[You must fill this form out to have the motion heard by the General Assembly]

TITLE OR SUBJECT OF MOTION/RESOLUTION (Example – Motion to Spend Ten Dollars Purchasing a Desk Lamp for Room 203): _____

MOTION/RESOLUTION (Please state motion/resolution as precisely as possible and attach any related background material, such as receipts, pictures, pamphlets etc.): _____

SUBMITTED BY: _____

DATE:

To be completed by DFES Executive Board member
Approved ____; Declined ____; Abstention ____
Passed ____; Failed ____; Tabled for Discussion ____; Other _____
Presiding President _____; Secretary _____
Date: ____/____/____

DFES PTA MOTION RULES

1. ALL SUBSTANTIVE MOTIONS MUST BE SUBMITTED IN WRITING ON THE DFES MOTION/RESOLUTION FORM TO THE EXECUTIVE BOARD AT LEAST FIVE (5) DAYS BEFORE AN EXECUTIVE BOARD MEETING.
2. ALL SUBSTANTIVE MOTIONS MUST FIRST BE SUBMITTED TO THE EXECUTIVE BOARD BEFORE BEING SUBMITTED TO THE GENERAL ASSEMBLY.
3. IT IS STRONGLY RECOMMENDED THAT THE PERSON OR PERSON SUBMITTING A MOTION ATTEND THE EXECUTIVE BOARD MEETING SO THAT CONCERNS REGARDING THE MOTION CAN QUICKLY BE RESOLVED.
4. THE EXECUTIVE BOARD MUST APPROVE AND FORWARD ALL SUBSTANTIVE MOTIONS TO THE GENERAL ASSEMBLY AT LEAST TEN (10) DAYS BEFORE THE GENERAL ASSEMBLY MEETING.
5. AFTER THE PERSON INTRODUCING THE MOTION HAS SPOKEN AT THE GENERAL ASSEMBLY MEETING, PTA MEMBER COMMENTS REGARDING THE MOTION SHALL BE LIMITED TO THREE MINUTES PER PERSON – SPEAKERS SHALL BE RESPECTFUL TOWARD EACH OTHER.
6. MOTIONS TO SPEND UP TO ONE HUNDRED (\$100) DOLLARS OF PTA FUNDS MAY BE MADE AT A GENERAL ASSEMBLY MEETING WITHOUT FOLLOWING RULES 1 THROUGH 4 ABOVE.