

UNIT IN GOOD STANDING

A local PTA in good standing is one that:

- 1) adheres to the Purposes and basic policies of the PTA;
- 2) remits the national portion of the dues through the state PTA to reach the national office by dates designated by the National PTA;
- 3) has approved bylaws on file in the Louisiana PTA office. Bylaws must be approved by the State Secretary at least once every five (5) years.
- 4) has a current years budget verified by a Local Unit Budget Approval form signed by the local president, treasurer and principal; and submitted to the Louisiana PTA office. In the instance that the unit is a community or non-traditional PTA, another member may sign in place of the principal.
- 5) has been assigned its own Employer Identification Number (EIN/Tax Identification Number) from the I.R.S. A copy of the confirmation letter with the Employer Identification Number (EIN/Tax Identification Number) must be forwarded to the Louisiana PTA office.
- 6) must purchase a PTA membership card for every paying member. Each unit must purchase a minimum of thirty (30) cards per year.

To enter programs, apply for awards and send voting delegates to state convention:

- 1) Entries to all recognitions and awards for the Louisiana PTA and National PTA will be ineligible unless the criteria for a unit in good standing has been met by the district and state deadlines, whichever comes first.
- 2) All local PTA units must meet the criteria for a unit in good standing by March 31ST of each year to send voting delegates to the Louisiana PTA state convention.

DISTRICT IN GOOD STANDING

A district PTA in good standing is one which:

- 1) adheres to the Purposes and basic policies of the PTA;
- 2) remits the national and state portions of the local unit dues to the Louisiana PTA at least bi-monthly;
- 3) has approved bylaws on file in the Louisiana PTA office. Bylaws must be approved by the State Secretary at least once every five (5) years;
- 4) submits to the Louisiana PTA office by October 1st a current year's budget verified by a budget approval form signed by the president, treasurer, and one other officer;
- 5) has been assigned its own Employer Identification Number (EIN/ Tax Identification Number) from the I.R.S. and has reported the number to the Louisiana PTA office;
- 6) has a minimum of one hundred seventy-five (175) cards purchased by local units during the membership year;
- 7) submits to the Louisiana PTA office by October 1st a copy of its previous fiscal year's audit report;
- 8) submits to the Louisiana PTA office by August 1st the names and contact information for district officers and committee chairs and updates as necessary;
- 9) submits to the Louisiana PTA office by October 1st the names and contact information for local unit presidents and updates as necessary; and
- 10) provides local unit training.

A district meeting these requirements:

- 1) will be eligible to receive all state recognitions and awards.
- 2) will receive distribution of dues.