GUIDELINES FOR PTA LEADERS DURING THE COVID-19 OUTBREAK

We know that many of you have concerns about how to conduct PTA meetings and events given the recent COVID-19 outbreak. At Minnesota PTA, we appreciate your concern about keeping all of our families safe during this time. As we continue to monitor the situation, we will communicate guidelines for conducting PTA business as updates occur. Below is the most recent information.

The Center for Disease Control and the Minnesota Department of Health have encouraged social distancing measures to keep the transmission of COVID-19 to a minimum. At Minnesota PTA, we are encouraging PTAs to suspend any scheduled meetings or events prior to April 30, 2020. If business must be completed during this time, we have a few guidelines below.

Executive Board Meetings
Executive Board meetings can be held via telephone or video conferencing as long as all of the members are able to hear each other. Attendance and voting must be done by roll call. (See Article IX Section 4 in the Universal Bylaws for more information)

General Meetings
General meetings can be held via telephone or video conferencing as long as all of the members are able to hear each other. Attendance and voting must be done by roll call. (See Article X Sections 1-5 in the Universal Bylaws for more information) **Officer elections must be held at an in-person meeting.**

Events
As mentioned above, we recommend that all in-person events prior to April 30, 2020 be suspended (either postponed or cancelled). Please be in close contact with your school district or building administration when making decisions about rescheduling plans.

Minnesota PTA Convention
The Minnesota PTA Convention, scheduled for April 18, 2020, has been cancelled. More information about future training opportunities will be shared as decisions are made.

*ADAPTED WITH PERMISSION FROM CALIFORNIA & OREGON PTA*