

## Haycock ES PTA Bylaws Committee

- *Committee Members:* Patrick Howard (Chair), Nicole Cober, Pamela Giambo
- *Meeting:* Sunday, January 29, 2017, 1:00pm – 3:00pm

**View DRAFT Bylaws:** From the Home page > About the PTA > PTA Bylaws & Meeting Minutes  
<http://www.haycockpta.org/pta-bylaws--meeting-minutes.html>

### ***Rationale for updating the bylaws:***

#### COVER SHEET:

- 1<sup>st</sup> paragraph: Inserted the name of our PTA, county and state location, and proposed date when the membership will vote to approve the updated bylaws.
- Signatures: Added signature information for the PTA President, Secretary, and the Bylaws Committee Chair.

#### TABLE OF CONTENTS:

- Added the full legal name of our local unit

#### TITLE:

- Added the full legal name of our local unit
- On the second line, removed “STUDENT” because we are a PTA

#### #Article1: Name and Area:

- Inserted the following values: 1) Haycock Elementary School Parent-Teacher, 2) Fairfax County, and 3) PTA.

#### #Article 2: Purposes:

- Section 1. Objectives: Inserted the name of our unit and PTA.

#### #Article 3: Principles:

- Inserted the name of our unit and PTA.

#### #Article 4: Relationship with National PTA, Virginia PTA and Constituent Associations:

- No changes were made to this section.

#### # Article 5: Membership and Dues:

- No changes were made to this section.

#### Article 6: Officers and Their Elections:

- Section 1c: Updated vice president(s) from 4 to 5
- #Section 3b. Nominating Committee: The number of members on the nominating committee will remain 5.
- #Section 4.a: The month of the general membership election meeting will remain June, which matches the month entered in Article 11, Section 2.
- #Section 4.c: The month that the new officers assume their official duties will remain July.
- #Section 5: The number for the term of office will remain one (1) years and the maximum number of consecutive terms a person can serve in the same office will remain two (2) terms.
- #Section 6: No changes were made to this section.

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- PROVISIO: Deleted this section because our unit currently has a President-Elect.

### Article 7: Duties of Officers

- Section 3.b: Added VPs perform the duties of the president and/or the president-elect in the absence or inability of that officer to act (incorporated approved amendment from 6/14/2013)
- Section 3.b: Added the job titles of the PTA vice president(s). 1 new vice president title was added:
  - Vice President of Operations: This VP oversees committees performing administrative functions for the PTA.
- Section 4: Our PTA does not have a corresponding secretary.
- No changes were made to the lists of duties by job title.

### Article 8: Executive Committee

- Section 1: The past president shall remain a member of the Executive Committee.
- Section 4: The number of days' notice for an executive committee meeting remains 3.

### Article 9: Executive Board

- Section 1: The past president shall remain a member of the Executive Board.
- Section 6: Changed the number of meetings from 7 to 6, which will allow for cancelled meetings due to inclement weather during the winter months. However, our PTA will continue to schedule a monthly general membership meeting from September to June.
- Section 6: The number of days' notice for an executive board meeting remains 5.

### Article 10: Committees

- Section 3: The term for a committee chairman remains one (1) year.
- Section 5: Replaced "standing committee" with "new committee" because newly formed committees do present a plan of work for approval, while chairmen of standing committees transition their own pre-existing work.
  - Change from: "The chairman of standing and special committee shall present a plan of work to the executive board for approval."
  - Change to: "The chairman of a new or special committee shall present a plan of work to the executive board for approval."

### Article 11: General Membership Meetings

- Section 1: Changed the number of meetings from 7 to 6, which will allow for cancelled meetings due to inclement weather during the winter months. However, our PTA will continue to schedule a monthly general membership meeting from September to June.
- Section 1: The number for days' notice remains 5.
- Section 2: The month for the election meeting remains June, which matches the month inserted in Article 6, Section 4a.
- Section 3: The number of days' notice for a special meeting of the general membership remains 5.
- Section 5: The number of members to meet a quorum ten (10).

### Article 12: Council Membership

- Section 1.a: Inserted name of council: Fairfax County and the number of delegates or alternates remains 1.

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- Section 1.b: Delegates and alternates shall continue to be appointed and the month remains June.
- Section 1.c: Inserted name of council: Fairfax County and the term for delegates to your council remains 1 year.
- Section 2: Inserted name of council: Fairfax County

#### Article 13: District Membership

- Section 1: Inserted our district: Northern Virginia

#### Article 14: Fiscal Year

- Our fiscal year remains from July 1 to June 30.

#### Article 15: Parliamentary Authority

- No changes were made to this section.

#### Article 16: Local Unit Bylaws Revisions and Amendments

- No changes were made to this section.