

**BY-LAWS OF THE NORTH STRATFIELD PARENT-TEACHER ASSOCIATION,**  
**INC**

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NSS PTA Bylaws Review Committee, 2010  
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**BY-LAWS OF THE NORTH STRATFIELD PARENT-TEACHER ASSOCIATION, INC**

EFFECTIVE DATE: RATIFIED November 18, 2010

**ARTICLE I: NAME**

The name of this Association is the North Stratfield Parent-Teacher Association, Inc. ("North Stratfield School PTA"), Fairfield, CT. It is a local PTA organized under the authority of the Connecticut Congress of Parents and Teachers (the Connecticut PTSA), a branch of the National Congress of Parents and Teachers (the National PTA).

**# ARTICLE II: PURPOSES**

Section 1. The Objects of the North Stratfield School PTA, in common with those of the National PTA and the Connecticut PSTA 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 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 Connecticut PTSA and the North Stratfield School PTA are promoted through an educational program directed toward parents, teachers, and the general public; are developed through conferences, committees, projects, programs, and are governed and qualified by the basic policies put forth in Article III.

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 III: BASIC POLICIES**

The following are basic policies of the North Stratfield School PTA in common with those of the National PTA and the Connecticut PTSA:

- 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) to any political campaign on behalf of, or in opposition to, any candidate for public office; or 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 Connecticut PTSA or any of its divisions may cooperate with other organizations and agencies concerned with child welfare, but North Stratfield PTA representatives shall make no commitments that bind the group they represent.

f. No part of the net earnings of the organization shall inure to the benefits of or be distributable to its members, directors, trustees, officers, or other private individuals 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 II 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 (c) (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, foundations, or organizations that have established their tax-exempt status under Section 501 (c) (3) the Internal Revenue Code.

#### **# ARTICLE IV: LOCAL PTA**

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

A local PTA in good standing is one that:

- 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 PTSA.

Section 2. The articles of organization of this local PTA shall include (a) the bylaws of such organization and (b) the certificate of incorporation or articles of incorporation of such organization.

Section 3. This PTA shall adopt such bylaws for the government of the organization as may be approved by the Connecticut PTSA. Such bylaws shall not be in conflict with the National PTA Bylaws or the Bylaws of the Connecticut PTSA.

Section 4. This local PTA shall include in its bylaws provisions corresponding to the National PTA Bylaws as are identified herein by a double star.

Section 5. The adoption of an amendment to any provision of the National Connecticut PTSA Bylaws identified by a number sign shall serve automatically and without the requirement of further action by this local PTA to amend its corresponding bylaws. Notwithstanding the automatic character of the amending process, the local PTA shall promptly incorporate such amendments in their respective bylaws.

Section 6. Bylaws of this local PTA shall include an article on amendments.

Section 7. Bylaws of this local PTA shall include a provision establishing a quorum.

Section 8. Each officer or board member of a local PTA shall be a member of such local PTA.

Section 9. The bylaws of this local PTA shall prohibit voting by proxy, (unless proxy voting is specified by applicable state law)

Section 10. A PTA member shall not serve as a voting member of a PTA board at the local, council, district, or region level while serving as a paid employee of, or under contract to, that PTA.

Section 11. Only members of a local PTA who have paid dues for the current membership year may participate in the business of the local PTA.

Section 12. This local PTA shall collect dues from its members and shall remit a portion of such dues to the Connecticut PTSA as provided in Article V hereof.

Section 13. The Executive Committee shall elect the members of the nominating committee for officers of this local PTA.

Section 14. This local PTA 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 amounts of dues remitted to the Connecticut PTSA. Such books of account and records shall at all reasonable times be open to inspection by an authorized representative of the Connecticut PTSA or, where directed by the committee on State and National Relationships, by a duly authorized representative of the National PTA.

Section 15. The charter of this local PTA shall be subject to withdrawal and the status of such organization as a local PTA shall be subject to termination, in the manner and under the circumstances provided the bylaws of the Connecticut PTSA.

Section 16. This local PTA is obligated, upon withdrawal of its charter by the Connecticut PTA:

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

# Section 17. This local PTA shall include in its bylaws provisions corresponding to the provisions of the Connecticut PTSA bylaws identified by the number symbol (#).

## **# Article V: MEMBERSHIP AND DUES**

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

Section 2. Membership in this PTA shall be made available without regard to race, color, creed or national origin, under such rules and regulations, not in conflict with the provisions of the National PTA Bylaws or the Connecticut PTSA bylaws, as may be prescribed in the bylaws of this PTA, to any individual who subscribes to the Objects and basic policies of the National PTA.

Section 3. Membership in PTA shall be open, without discrimination, to anyone who believes in and supports the Mission and Purposes of the National PTA.

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

Section 7. Each member of this local PTA shall pay annual dues not less than the combined total of the annual dues set by the Connecticut State PTSA, the National PTA and the North Stratfield School PTA. The Executive Committee shall set the North Stratfield School PTA's portion of the dues. A "Family Membership" may be offered, the dues of which will consist of two individual memberships with voting rights extended to two adult members of a family unit only. Family Membership dues shall be not less than twice the combined total of the dues of the Connecticut State PTSA, the National PTA. The Executive Committee shall set the North Stratfield School PTA's portion of the Family Membership dues.

Section 8. In the event of hardship or special circumstance the President, in agreement with the President-Elect and the Membership Chair(s), may opt to waive the North Stratfield School PTA portion of the dues for individuals or families wishing to join the organization.

Section 9. The State and National PTA portions of the dues paid by each member of this PTA shall be set aside by this PTA and remitted to the Connecticut PTSA through such channels and at such times as the state bylaws may provide. Each state PTA shall pay to the National PTA the amount of the national portion of dues paid by all members of local PTAs in the area.

Section 10. Only A Member in Good Standing may participate in the business of the North Stratfield School PTA. A Member in Good standing is any person who:

- a. Joins this PTA and pays their full dues during the initial sign-up period starting the first day of any given academic year and ending on the last day of September of that academic year, or joins this PTA after the last day of September and is a paid-up member for 30 days or more; and
- b. Has no other outstanding financial obligation to this PTA.

## **ARTICLE VI: OFFICERS AND THEIR ELECTION**

Section 1. Each officer shall be A Member in Good Standing of this PTA

Section 2. The officers of this organization shall consist of a President, a President-Elect, at least four Vice-Presidents (as listed in Article VII), a Recording Secretary, a Corresponding Secretary, a Treasurer, a Treasurer-Elect, two PTA Council Delegates, at least one Past President Advisor.

Section 3. Officers' slate shall be vote on at the PTA's April meeting and shall be sworn in at the PTA's Annual Meeting in May. When there is but one nominee for any office, election for that office may be by voice vote.

Section 4. The entire slate of officers may be voted on as a single block except for any contested office.

Section 5. A majority vote of the members present at the time the balloting is duly called shall be required for election.

Section 6. Officers shall assume their official duties following the close of the PTA's Annual meeting in the month of May and shall serve for a term of two (2) years, or until their successors are elected, except as hereafter limited. The exceptions are:

- a. The term for PTA Treasurer and Treasurer-Elect shall be for one year. At the conclusion of the term for the Treasurer-Elect he/she shall automatically become Treasurer. The incoming Treasurer-Elect, who will receive the records after the audit at the close of the fiscal year which runs from July 1 – June 30.
- b. The term for the PTA President and President-Elect shall be for one year. At the conclusion of the term for the President-Elect, he/she shall automatically become President;
- c. The 4th Vice President;

Section 7. A person shall not be eligible to serve more than two (2) consecutive years in the same office, with the exception of the, fourth vice president, and the past president advisor. The President and President-Elect shall not serve more than one year in each of those positions except as in Article VI; Section 12.

Section 8. Vacancies occurring in elected offices shall be filled as follows:

The President-Elect shall fill a vacancy occurring in the office of President for the un-expired term; and

a person selected and approved by the Executive Committee shall fill a vacancy occurring in any other office for the un-expired term.

Section 9. There shall be a Nominating/Search Committee comprised of an uneven number of members and consisting of a chairman together with not less than two other members from this PTA. The committee chairperson shall be the most recent Past-President Advisor available. The Principal shall serve as advisor to the Nominating/Search Committee. Neither the President nor the President-Elect shall be a member of the Nominating/Search Committee.

Section 10. The Nominating/Search Committee shall be a standing committee. The members shall be elected by the Executive Committee (as outlined in Article IV, Section 13) and hold their first meeting allowing for ample time to prepare for voting to occur. The members of the Nominating / Search Committee shall include the most recent Past –President Advisor, and at least 1 Second Vice-President and at least 1 Third Vice-President (as outlined in Article VII, Section 3, C2 and C3).

Section 11. The Nominating/Search Committee shall nominate an eligible person for each elected position to be filled, and report its nominees at the regular general membership meeting in April.

Section 12. In the event that there is no President-Elect to move forward into the President's position the Nominating/Search Committee shall select two candidates to serve as Co-Presidents sharing all the rights and responsibilities of the President, as hereafter described, for the term of one year. At the end of that year one person shall remain in office to become the sole President while the other shall become the Past President Advisor. Any disputes with respect to this paragraph or Article VI; Section 7 shall be resolved by a vote of the Executive Committee.

Section 13. Following the report of the Nominating/Search Committee at the March meeting, an opportunity shall be given for nominations from the floor by petition signed by at least ten (10) members, setting forth the name of the nominee and the office for which they are placed in nomination.

Section 14. Only those persons who are current members in good standing of this PTA and have signified their consent to serve if elected shall be nominated for, or elected to, such office.

Section 15. The Nominating/Search Committee shall find an eligible person(s) to serve as Chairperson(s) for each available Standing Committee position to be filled which reports to the President/President-Elect and 2<sup>nd</sup> and 3<sup>rd</sup> Vice President(s) and report its selections to the Executive Committee at the regular general membership meeting in April.

Section 16. In the event that there is no Treasurer-Elect to move forward into the Treasurer's position, the Nominating/Search Committee shall select two candidates to serve as Co-Treasurers sharing all the rights & responsibilities of the Treasurer, as hereafter described, for the term of one year. At the end of that year one person shall remain in office to become the sole Treasurer while the other shall be included on the Advisory Panel. Any disputes with respect to this paragraph or Article VI Section 7 shall be resolved by a vote of the Executive Committee.

## **ARTICLE VII: ELECTED OFFICERS DUTIES**

Section 1. The President shall:

- a. Preside at all general meetings of the PTA, the Executive Committee of the North Stratfield School PTA, as here after defined, and the Budget Committee;
- b. Perform such other duties as may be prescribed in these bylaws or assigned by the PTA membership or the Executive Committee;
- c. Be a member ex officio of all committees except the Nominating/Search Committee;
- d. With the President-Elect, approve the plans of the officers and committees in order that the Objects of PTA may be promoted;
- e. With the President-Elect, coordinate the work of the committees as hereinafter listed in Article X, Section 4;
- f. With the Principal, approve plans of the PTA as they relate to anything that effects the normal operations of the school, its facilities, and the students during normal school hours, the staff and curriculum;
- g. Approve and sign all contracts being entered into by the PTA;
- h. Be the only person in addition to the President-Elect who may speak on behalf of the PTA unless instructed to do otherwise by a majority vote of the Executive Committee or the members in good standing of the PTA who are present at a general meeting at the time that such a vote is duly called;
- i. Be authorized to transfer up to \$50.00 from the unassigned miscellaneous funds in the budget to a newly created budget item with the agreement of both the President-Elect and the Treasurer;
- j. Not offer personal opinions as the views of the PTA;
- k. Approve the payment of routine bills in conjunction with the treasurer within the limits of the approved budget;
- l. With the President-Elect and input from the Executive Committee set the goals for the North Stratfield School PTA.
- m. Appoint and chair a standing Budget Committee to prepare an annual budget for the coming year for presentation to the Executive Committee and approval by the PTA at the May general meeting. The members of the committee will consist of the President-Elect, the most recent Past President Advisor, the current Treasurer, the current Treasurer-Elect, and the Treasurer from the

previous budget year and any other officer the President deems necessary. The Principal will act as an advisor to this committee. This committee will meet and complete its work between the beginning of April and the May general meeting;

- n. At all times except where prescribed above act in partnership with the President-Elect; and
- o. Appoint Liaisons as deemed necessary. Liaisons shall include, but are not limited to, Girl Scout Liaison, Boy Scout liaison, ECC After school program Liaison, Middle School Liaison.

Section 2. The President-Elect shall:

- a. Perform all the duties of the President in the absence or incapacity of the President;
- b. Preside at general meetings of the PTA, at the request of the President;
- c. Perform such other duties as may be prescribed in these bylaws or assigned by the general membership, or the Executive Committee;
- d. Be a member ex officio of all committees except the Nominating/Search Committee;
- e. With the President, approve the plans of the officers and committees in order that the Objects of PTA may be promoted;
- f. With the President, coordinate the work of the committees as hereinafter listed in Article X Section 4
- g. With the Principal, and the President approve plans of the PTA as they relate to anything that effects the normal operations of the school, its facilities, and the students during normal school hours, staff, and curriculum;
- h. Be the only person in addition to the President who may speak on behalf of the PTA unless instructed to do otherwise by a majority vote of the Executive Committee or the members in good standing of the PTA who are present at a general meeting at the time that such a vote is duly called;
- i. Not offer personal opinions as the views of the PTA;
- j. Serve on the Budget Committee;
- k. Approve the payment of routine bills in conjunction with the treasurer within the limits of the approved budget;
- l. With the President and input from the Executive Committee, set the goals for the North Stratfield School PTA; and
- m. At all times except where prescribed above act in partnership with the President.

Section 3. The Vice-Presidents shall:

- a. Act as aide(s) to the President and President-Elect;
- b. In their order, listed below, perform the duties of the President and/or President-Elect in the absence or inability of those officers to serve;

c. Perform the following duties:

1) The First Vice-President(s) shall be responsible for education and legislation, attend Board of Education meetings, and report back to the Executive Committee and general membership;

(2) The Second Vice-President(s) shall be responsible for coordinating volunteers, programs and enrichment for the entire year; as well as sit on the search/nominating committee

(3) The Third Vice-President(s) shall be responsible for determining and coordinating all fun and fund raising activities for the entire year (Ways and Means) as well as sit on the search/nominating committee;

(4) The Fourth Vice-President shall be the Principal;

d. Perform such other duties as may be prescribed in these bylaws or assigned by the general membership, the President or President-Elect, or the Executive Committee.

Section 4. The Recording Secretary shall:

a. Record the minutes of all meetings of the North Stratfield School PTA;

b. Maintain a current copy of the bylaws;

c. Maintain a membership list;

d. Keep accurate attendance records of all North Stratfield School PTA meetings, and alert the President and President-Elect of unexcused absences;

e. Be prepared to read the records of any previous meetings;

f. Perform such other duties as may be prescribed in these bylaws, prescribed by the parliamentary authority, or assigned by the general membership, the President or President-Elect, or the Executive Committee.

Section 5. The Corresponding Secretary shall:

a. Handle all correspondence of the North Stratfield School PTA;

b. Notify PTA members of PTA meetings.

c. Notify Executive Committee members of Executive Committee meetings.

Section 6. The Treasurer shall:

a. Have custody of all the funds of the North Stratfield School PTA;

b. Keep a full and accurate account of funds, receipts and expenditures;

c. Make disbursements as authorized by the President in accordance with the budget adopted by the North Stratfield School PTA;

d. Present a written financial statement at every general meeting of the North Stratfield School PTA and at other times when requested by the Executive Committee;

e. Make a full report of the North Stratfield School PTA's financial condition at the Annual Meeting;

- f. Be responsible for the maintenance of such books of account and records as conform to the requirements of Article IV, Section 14, of these bylaws;
- g. Have the accounts examined annually or upon change of officer by an auditor, or an auditing committee of not fewer than three (3) members, who, satisfied that the treasurer's annual report is correct, shall sign a statement to that fact at the end of the report;
- h. On an annual basis, submit the books for an audit by an auditor, or auditing committee selected by the Executive Committee at least two weeks before the meeting at which new officers assume duties;
- i. Be a member of the Budget Committee;
- j. Present the proposed annual budget for the coming year to the Executive Committee for review prior to the April general meeting;
- k. Present the proposed annual budget for the coming year to the membership for their approval at the last general meeting in May;
- l. Perform such other duties as may be prescribed in these bylaws, prescribed by the parliamentary authority, or assigned by the general membership, the President or President-Elect, or the Executive Committee.

Section 7. Two (2) PTA Council Delegates shall each:

- a. Attend the monthly meetings of the Fairfield PTA Council and report back all information to the executive committee and general membership;
- b. Represent the Executive Committee on PTA Council, bring forth issues of concern to the North Stratfield School PTA and vote according to the wishes of the North Stratfield School PTA; and
- c. Perform such other duties as may be prescribed in these bylaws, or assigned by the general membership, the President or President-Elect, or the Executive Committee.

Section 8. The Education Budget Delegates shall:

- a. Attend all meetings of the Education Budget Committee of the Fairfield PTA Council and report all information back to the Executive Committee and general membership;
- b. Represent the North Stratfield School PTA on the Education Budget Committee of the Fairfield PTA Council and vote according to the wishes of the North Stratfield School PTA; and
- c. Perform such other duties as may be prescribed in these bylaws, or assigned by the general membership, the President or President-Elect, or the Executive Committee.

Section 9. The Past-President Advisor shall:

- a. Serve in an advisory capacity;
- b. Serve as chairman of the Gift-to-the-School Committee;
- c. Act as Parliamentarian;

- d. Serve as Chairperson of the Nominating/Search Committee;
- e. Be a member of the Budget Committee.

Section 10. Upon the expiration of the term of office or in the case of resignation, each officer shall turn over to the President, without delay, all records, books, and other materials pertaining to the office, and shall return to the treasurer, without delay, all funds pertaining to the office.

#### **ARTICLE VIII: EXECUTIVE COMMITTEE**

Section 1. The Executive Committee of the North Stratfield School PTA shall be comprised of the elected officers as listed above in Article VII and shall report directly to the President and President-Elect.

Section 2. The duties of the Executive Committee shall be to:

- a. Transact necessary business in the intervals between North Stratfield School PTA meetings as well as tasks assigned by the membership from time to time;
- b. Perform the duties outlined in these bylaws
- c. Create or eliminate standing committees as it may deem necessary to promote the Objects of PTA and carry on the business of the North Stratfield School PTA;
- d. Appoint standing committee chairs;
- e. Approve the work of the committees;
- f. Advise the President and President-Elect on the setting of annual goals for the PTA;
- g. Approve the annual goals for the North Stratfield School PTA as set by the President and President-Elect;
- h. Act in emergencies between general membership meetings;
- i. Make reports at each meeting of the membership;
- j. Assist in the creation of the annual budget by submitting budget requests and suggestions to the President prior to the meeting of the Budget Committee;
- k. Have a current copy of the PTA bylaws;
- l. Attend all Executive Board meetings. Any unexcused absence will enable the President and President-Elect to call for a member's resignation; and
- m. Create special committee's as deemed necessary.

Section 3. The Executive Committee may transfer up to \$50.00 from the unassigned miscellaneous funds in the budget to a newly created budget item first by majority consensus of the President, President-Elect, Treasurer and the Treasurer-Elect and then by the majority consensus of the Executive Committee.

#### **ARTICLE IX: STANDING AND SPECIAL COMMITTEES**

Section 1. Standing Committees are those committees created by these bylaws to promote the objectives, carry on the business and manage / run the programs of the North Stratfield PTA. These committees are ongoing and the term of the Chair for each standing committee is two (2) years unless otherwise noted.

Section 2. Special Committees are those committees created as per these bylaws for a specific assignment or purpose. These committees are temporary and are only in existence for the time determined by the assignment and purpose. The term of the special committee and the Chair of each special committee shall be set by the Executive Committee.

Section 3. Only members in good standing of the North Stratfield School PTA shall be eligible to serve in any elected or appointed positions.

Section 4. The Executive Committee may create standing committees and appoint such committees chairpersons, as it may deem necessary and appropriate to promote the objects and carry on the business of the North Stratfield School PTA. The term of each chairperson shall be two years or until the selection of a successor.

Section 5. The Executive Committee may create special committees and appoint such committees' chairpersons, as it may deem necessary and appropriate to promote the objects and carry on the business of the North Stratfield School PTA. The term of each chairperson shall set by the Executive Committee.

Section 6. The chairperson(s) of each committee shall present a plan of work to the President and President-Elect of the PTA for approval. No committee work shall be undertaken without the consent of the President and President-Elect.

Section. 7 The committees of the North Stratfield School PTA shall issue reports as follows:

- a. To the President and President-elect: Budget Committee, and any Special Committees.
- b. To the 2nd Vice President(s): All programs, events and committees that fall under Programs and Volunteers.
- c. To the 3rd Vice Presidents: All committees that are under Ways and Means.
- d. To the Past President Advisor: Nominating/Search Committee, Gift-to the-School Committee.
- e. The Executive committee shall designate whether committees fall under "Programs and Volunteers" or "Ways and Means."

Section 8. The chairperson of any committee, or a co-chairperson designated by the committee, shall be responsible for overseeing the expenditure of the committee's funds to assure they are within the confines of its budget. This person shall report budgetary issues, when necessary or requested, to the treasurer.

Section 9 The President and President-Elect shall be members' ex-officio of all committees with the exception of the Nominating/Search Committee.

## **ARTICLE X: MEETINGS**

Section 1. Regular meetings of the North Stratfield School PTA shall be held with the date and time to be fixed by the board and shall be open to any member of the PTA. There will be no general meetings in the months of December or June. Two general meetings will be held in May with one being the annual meeting. In the event of a conflict between the school calendar and this meeting schedule, the meeting shall be moved to another day.

Section 2. The voting body of this PTA shall consist of the following, which are present at the time that a vote is duly called:

- a. The elected officers of the PTA;
- b. The Chairperson(s) of the PTA's standing committees;

- c. The principal of the school; and
- d. Other Members in Good Standing of this PTA.

Section 3. Each person shall have one vote.

Section 4. A minimum of twenty members of the PTA, including at least five Executive Committee members, shall constitute a quorum for the transaction of business at a general meeting.

Section 5. The President may call special meetings of the North Stratfield School PTA, upon reasonable notice to the general membership.

Section 6. A minimum of two meetings of the Executive Committee of the North Stratfield School PTA shall be scheduled during the academic year. The first meeting will be prior to the first general PTA meeting of the academic year. Another meeting will take place in the month of January. Additional meetings shall be held at the discretion of the President.

Section 7. The President, upon reasonable notice, may call special meetings of the Executive Committee.

Section 8. A majority of the Executive Committee shall constitute a quorum for the transaction of business by the Executive Committee.

Section 9. The last regular meeting of the academic year shall be considered to be the Annual Meeting of the North Stratfield School PTA. Such meeting will usually be held in May.

#### **ARTICLE XI: FAIRFIELD PTA COUNCIL MEMBERSHIP**

Section 1. The North Stratfield School PTA shall be represented in meetings of the Fairfield PTA Council by two delegates (or alternates) and by the President and President-elect or appointed alternate.

- a. All representatives to the PTA council shall be Members in Good Standing of the North Stratfield School PTA.
- b. Delegates (and their alternates) shall be chosen by election in the month of May.
- c. Delegates to the Fairfield PTA Council shall serve for a term of two years.

Section 2. The North Stratfield School PTA shall pay annual dues to the Fairfield PTA Council as provided in the Fairfield PTA Council bylaws.

#### **# ARTICLE XII: CONNECTICUT PTSA CONVENTION**

# Section 1. This local PTA should be represented at the annual meeting of the Connecticut PTSA by the president, or appointed alternate, and by one delegate per 25 members as shown on the books of the CT PTSA treasurer as of March 15 preceding the Convention. A local PTA having less than twenty-five members shall be entitled to send one delegate in addition to its president and vice-president.

# Section 2. To be accredited, a delegate of any local PTA shall have been a member in good standing of such local PTA for a period of at least thirty (30) days preceding the date of his/her election as such delegate; provided, however, that this provision shall not apply to a local PTA organized less than twelve (12) months prior to the date of the State Convention.

Section 3. The Executive Committee shall elect delegates and their alternates two months before the annual meeting of the Connecticut PTSA.

#### **# ARTICLE XIII: FISCAL YEAR**

The fiscal year of the North Stratfield School PTA shall begin on July 1 and end on the following June 30.

#### **# ARTICLE XIV: PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the North Stratfield School PTA and in all cases in which they are applicable and in which they are not in conflict with these bylaws, and National PTA Bylaws, the Connecticut PTSA bylaws, or the articles of incorporation.

#### **# ARTICLE XV: AMENDMENTS**

Section 1. These bylaws may be amended at any general membership meeting of the North Stratfield School PTA by a two-thirds vote of those members present and constituting a quorum, provided that notice of the proposed amendment(s) has been provided in writing to the membership not less than twenty (20) calendar days prior to the meeting.

Section 2. A committee may be appointed by a 2/3 vote of the Executive Committee of the North Stratfield School PTA, to submit a revised set of bylaws as a substitute for the existing bylaws.

Section 3. Unit bylaws and any amendments thereto shall be submitted in duplicate to the CT PTSA Unit/Council Bylaws Review Chair for approval.

Section 4. The adoption of an amendment to any provision of the Connecticut PTSA Bylaws identified by a number sign shall serve automatically and without the requirement of further action by the North Stratfield School PTA to amend their bylaws correspondingly. Local PTAs shall promptly incorporate such amendments in their respective bylaws.

Section 5. The adoption of an amendment to any provision of the bylaws of the Connecticut PTA identified by a number symbol (#) shall serve automatically and without the requirement of further action by the North Stratfield School PTA to amend their corresponding bylaws.

## Rationale for Revisions of By Laws 2010

### Article V Membership and Dues

Section 5 Connecticut PTSA Membership Dues are not consistent each year

Section 6 PTA Membership Dues are not consistent

### Article VI Officers and Their Election

Section 10 Day of Annual Meeting may need to be changed and could not be if the meeting time was outlined in the By Laws.

### Article X Standing and Special Committees

Section 5 New committees may be added and others may be eliminated and by omitting all of the committee names we would be covered by the By laws.

### Article XI Meetings

Section 1 By eliminating the day of the week, PTA meetings could be changed if needed.

Article VIII Eliminated. NSS PTA has executive committee, not Board of Directors. Original stated "This section purposefully omitted" which could limit decision making process if left in that wording.

Delegates chosen for Connecticut PTSA convention changed to two months prior to the convention as per State PTSA's recommendation to include the early bird payment fee.

\*\* Double star eliminated as per State PTSA.

# Added as per State PTSA to signify specific wording from State guidelines.

Connecticut PTA changed to Connecticut PTSA, as per state PTA.