

BYLAWS

OF

Proper Title of Local PTA – As Chartered

City or Town

County

NOT APPROVED

Local PTA #

EIN

State Tax #

State Chairman Approval

Date Approved _____

State Chairman

These bylaws will expire on: _____
Local PTA bylaws shall be reviewed by the NJPTA Procedure and Bylaws Chairman
three (3) years from the state approval date.

COUNTY APPROVAL DATE

These bylaws are official documents of the Local Unit PTA and should be kept in a secure place; (“Official Copy” by recording Secretary and Duplicate Copy” by the President). When new officers are elected, these documents shall be given to their successors.

These bylaws are presented for the use of parent-teacher associations that are in membership with the National Congress of Parents and Teachers and the State branch. Articles marked with a double (**) star and/or (#) number sign are mandatory and must be included as stated (No changes may be made) in the bylaws of all local parent-teacher associations.

(**) National Congress requirement

(#) State Congress requirement

Footnotes are for explanation

PTA “Service Marks”

The Congress of Patents of the United States has granted to the National PTA registrations of two service marks, which may be used by it and by each of the State PTAs and local PTAs as a means of identification on pamphlets, books and other publications and printed materials issued by the organizations. The service marks are:

PTA (Certificate of Registration No. 808987 issued May 24th 1966)

Parent-Teacher Association (Certificate of Registration No. 810576 issued June 28th 1966)

It is a condition of the use of these marks by the State PTA; and local PTAs that they shall in all respects conform to the standards established in the Bylaws of the National PTA, State PTAs, and local PTAs, in good standing may avail themselves of the privilege of using either or both of these identifying service marks.

Incorporated _____

CRI# _____

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ARTICLE I: NAME

The name of this organization is the Eagle Academy of Newark Parent-Teacher Student Assoc.
Proper Title of Local PTA Name

PTA/PTSA of Newark, Essex County, NJ. It is a local PTA/PTSA organized under the authority of the New Jersey Congress of Parents and Teachers, a branch of the National Congress of Parents and Teachers (the National PTA).

ARTICLE II: PURPOSES

Section 1. The Objects of the Eagle Academy of Newark ,PTA, in common with those of the National PTA and the New Jersey PTA, 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 protections 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 NJPTA and the Eagle Academy of Newark, PTA, are promoted, in cooperation with the New Jersey PTA, through an educational program directed towards parents, teachers and the general public; are developed through conferences, committees, projects and programs; and are governed and qualified by the basic policies set 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 © (3) of the Internal Revenue Code or corresponding section of any future tax code (hereinafter “Internal revenue Code”).

**ARTICLE III: BASIC POLICIES

The following are basic policies f the **PTA**, in common with those of the National PTA and the New Jersey PTA:

- a. The organization shall be noncommercial, nonsectarian, and nonpartisans;
- 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) in any political campaign on behalf of, or in opposition to, any candidate for public officer; 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 authorities, and local education authorities;
- e. The organization shall not enter into membership with other organization except such international or national organizations as may be approved by the National PTA Board of Directors. The New Jersey PTA or any of its divisions may cooperate with other organizations and agencies concerned with child welfare, but PTA/PTSA 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 benefit of, or be distributable to its members, directors, trustees, officers or other private person 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 provisions of these articles, the organization shall not carry on any other activities or permitted to be carried on (1) by an organization exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code, or (2) by an organization, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code; and
- h. Upon the dissolution of the organization, after paying or adequately providing for the debts and obligations of the organization, remaining assets shall ne distributed to one or more nonprofit funds, foundations, or organizations that have established their tax exempt status under Section 501 (c)(3) of the Internal Revenue Code.

ARTICLE IV: RELATIONSHIP WITH NATIONAL PTA AND NJ PTA

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

- a. A Local PTA in good standing is one that: Adheres to the purposes and basic policies of the PTA;
- b. Remits the national portion of the dues through the New Jersey PTA to reach the national office by dates designated by the National PTA.
- c. Has bylaws approved according to the procedures of New Jersey PTA; and
- d. Meets other criteria as may be prescribed by the New Jersey PTA.

Section 2. The articles of organization of this local PTA include 9a) the bylaws of such organization and (b) the certificate of incorporation or articles of incorporation of such organization (in cases in which the organization is a corporation) or the articles of association by whatever name (in cases in which the organization exists as an unincorporated association).

Section 3. This local PTA shall adopt such bylaws for the government of the organization as may be approved by the New Jersey PTA. Such Bylaws shall not be in conflict with the National PTA Bylaws as are identified herein by a double star.

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

Section 5. The adoption of an amendment to any provision of the New Jersey PTA Bylaws identified by a double star shall serve automatically and without the requirement of further action by the local PTA to amend its bylaws. This Local PTA shall promptly incorporate such amendments in its 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 this local PTA shall be a member of this Local PTA.

Section 9. The bylaws of this Local PTA shall prohibit at all general membership meetings voting by proxy, absentee ballot, telephone, fax, or e-mail.

Section 10. A PTA member shall not serve as a voting member of this Local PTA's board while serving as a paid employee of or under contract to this local PTA.

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

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

Section 13. The members of the nominating committee for officers of this Local PTA shall be ejected by the general membership.

Section 14. This Local PTA shall keep such permanent books of accounts 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 if dues remitted to the New Jersey PTA. Such books of account and records shall at all reasonable times be open to inspection by an authorized representative of the New Jersey PTA 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 subject to termination, in the manner and under the circumstances provided by the laws of the New Jersey PTA.

ARTICLE V: MEMBERSHIP AND DUES

Section 1. Every member of the PTA is, by virtue of that fact, a member of the National PTA and of the New Jersey PTA by which this Local PTSA is chartered, and is entitled to all the benefits of each membership.

Section 2. Membership in PTA shall be open, without discrimination to anyone who believes in and supports the mission and purpose of the national PTA.

Section 3. This Local PTSA shall conduct an annual enrollment of members but may admit individuals to membership at any time.

Section 4. Each member of this Local unit shall pay such annual dues to said organization as may be prescribed by the organization. The amount of such dues shall include the amount to be paid to the New Jersey PTA and National PTA.

Section 5. The State PTA and National PTA portion of the dues are \$4.00

Section 6. Each member of this Local PTSA shall pay dues of __\$10.00__ to said organization. Student Members pay only the \$4.00 due to the New Jersey PTA and National PTA.

Section 7. The state and National portions of the dues paid by each member of this local PTSA shall be set aside by the Local PTSA and remitted to the New Jersey PTA through such channels and at such times as the New Jersey PTA bylaws may provide. New Jersey PTA shall pay to the National PTA the amount of the National Portion of the dues paid by all members of Local PTAs in its area.

Section 8. The treasurer of each local PTA shall:

a) Send the portion of the national and State dues of its individual members to the New Jersey PTA office by the 15th of each month starting October 15th. Payment of National and State membership dues must be made to be in good standing

Section 9. Members in good standing in a Local PTA are those who abide by their current bylaws and who have paid current dues.

Section 10. The privilege of holding office, voting in an election and being an official voting delegate to convention shall be limited to members who have been members in good standing at least 20 days.

Section 11. Members who are under 18 years are prohibited under New Jersey law from signing contracts that bind the members of the Local PTSA, County Council PTA or the New Jersey PTA.

Section 12. The local PTSA membership year shall be from June 1st through May 30th. Reactivated PTAs, having sent dues and a copy of their proposed bylaws to the New Jersey PTA office, shall be recognized for the current year.

Section 13. Membership shall be divided into three classes: active, life and state.

a) Active members shall be those who are members of a Local PTA and who have paid their current per capital dues to the New Jersey PTA and the National PTA. Only active members shall hold office and serve on standing committees

b) Life members shall be those upon whom this honor has been conferred in recognition of service in local, county or state PTA work or performed commendable service to children and youth. Life members can become active members by paying current dues at the local level and;

c) State members shall be those members who have elected to also join the Garden State PTA the New Jersey PTA. State members shall be entitled to attend the annual state convention as an accredited delegate upon payment of the registration fee.

Section 14. All Local PTAs that have paid state and national dues shall be eligible for membership in the County Council. County Councils shall not legislate for locals

ARTICLE VI: OFFICERS

Only those individuals who have been a member in good standing for 20 Days shall be eligible for nomination, either committee or from the floor.

Section 1. The officers of this Local PTA shall be a president, 1 president- elect, 2 vice presidents, 1 secretary, and a treasurer.

Section 2. Officers shall be elected by ballot, at a general membership meeting, annually in the month of May. Term of office shall be one year or until a successor is elected.

Section 3. When there is but one candidate for an office, the ballot for that office may be dispensed with and election held by voice vote. A majority vote shall be requires for election.

Section 4. The following provisions shall govern the qualifications and eligibility of individuals to be officers of the PTA:

- a) **a. Each officer shall be a member of this Local PTSA
- b) No officers may be eligible to serve more than two (2) two consecutive terms in the same office;
- c) A person who has served more than one-half of a term shall be deemed to have served a full term, in such office; and
- d) Each executive officer shall be at least 18 years of age as of the date of election; there shall be ____ student Liaisons.

Section 5. Officer shall assume their official duties following the close of the meeting in June. All outgoing officers shall deliver to their successors all official materials not later than 10 days following the conclusion of their term or in case

Section 6. Vacancies: I the event of the resignation or death of the President, the executive Board shall elect a president among those who have served or are serving on the board. Other vacancies she be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Executive Board. The Secretary shall give 30 days notice of such and election. If there is more than one candidate for office, the vote shall be ballet.

Section 7. Honorary Office

The title of Honorary President or Honorary Vice President may be conferred by the organization (or executive board). It is a complimentary position unless these bylaws provide otherwise.

Note: This title is conferred for life but may be rescinded by the local. An honorary office is not an elective office and the title in no way conflicts with members holding a real office or being assigned a duty.

***Section 8. Nominations

- a) There shall be a Nominating Committee composed of 3 members (at least three and always an uneven number) who shall be elected by this Local PTA at a regular general membership meeting at least two months prior to the election of officers, as outlined in Article VI, Section 2;
- b) 2 alternative/ alternates to the nominating committee shall be elected in the same manner;
- c) The first member elected shall call the committee together and the committees shall elect its own chairman;
- d) The Nominating Committee shall select one (1) eligible person for each office. The Nominating Committee shall report its slate of nominees immediately to the president, Nominating Committee shall report its slate of nominees immediately to the president, as a courtesy. Thirty days prior to the general membership meeting at which elections are to be held (as provided in Article VI, Section 2 of these bylaws) the members shall be informed of the report of the Nominating Committee.
- e) Only persons who have signified their consent in writing shall be eligible to be nominated to such and office, either by committee or from the floor;
- f) Following the final report of the nominating committee at the general membership meeting at which elections are to be held (as provided in Article VI, Section 2 of these bylaws) of their intent to run an opportunity shall be given for nominations from the floor; and
- g) Nominees from the floor shall have given 20 (insert a number between 5 and 20) days notice before the general membership meeting at which elections are to be held (as provided in Article VI, section 2 of these bylaws) of their intent to run. Notification must be writing to the Local PTA President, Secretary and Nominating Committee Chairman.

Note: Nominating committee members can be considered for office, they should not be penalized by serving on the nominating committee.

ARTICLE VII: DUTIES OF OFFICERS

Section 1. The president shall preside at all meetings of the local PTA and of the executive committee/board; shall perform such other duties as may be prescribed in these bylaws or assigned to him/her by the local PTA or by the executive committee/board; and shall coordinate the work of the officers and committees of this local PTA in order that the Objects may be promoted.

Section 2. The vice-president (s) shall act as aide(s) to the president and shall in their designated order perform the duties of the president in the President's absence or inability to serve.

Section 3. The secretary shall record the minutes of all meetings of the Eagle Academy of Newark PTA and of the executive committee/board, shall have a copy of the approved bylaws, and a membership list available at every meeting, and shall perform such other duties as may be delegated to him/her. Immediately following the election meeting, the secretary shall send a list

of officers (and their addresses) for the ensuing year, to the State office of the New Jersey PTA and the president of the County Council.

Section 4. The corresponding secretary shall conduct the general correspondence of the organization as directed by the president, executive committee/board or this Local PTA.

Section 5.

- a. The treasurer shall have custody of all funds of this Local PTA; shall keep an accurate record of receipts and expenditures; shall pay out local funds in accordance with the approved budget as authorized by this Local PTA.
- b. The treasurer shall be responsible for the maintenance of such books of accounts and records as confirmed to the requirements of Article XII, Section 2 of these bylaws.
- c. The treasurer will make disbursements authorized by the President, executive board, or this Local PTA in accordance with the budget adopted by this Local PTA.
- d. Checks and vouchers shall be signed by two of the following three persons – the president, the treasurer or the secretary.
- e. The treasurer shall keep the record of the National and State portions of the membership dues separates from the record of the general funds of the local organization. The treasurer shall send the annual National and State dues of each individual member of this local PTA to the State Branch on or before November 1 and January 1; dues for additional members enrolled after January 2 shall be forwarded on or before March 1, dues for members who enroll after March 2 shall be forwarded on or before June 1.
- f. The treasurer shall present a financial statement of accounts at every meeting of the organization and at other times when requested by the executive committee/board, and shall make a full report at the annual meeting.
- g. The treasurer's accounts shall be examined annually or upon changes of officer, by an auditor (CPA) or an auditing committee of not less than 3 members, who satisfied that the treasurer's annual report is correct, shall sign a statement to the facts at the end of the report.
- h. The auditor (CPA) or the auditing committee shall be appointed by the president with approval of the executive board and shall report at the annual meeting.

Note: For more information regarding the auditors report please see Article XIII Section 2c. An audit of the treasure's accounts is for the protection of the treasurer. It is the only means of assuring everyone that the accounts are accurate, and it relieves the treasurer of responsibility except in case of fraud. Se Robert's Rules of Order Newly Revised (pp467-470).

Section 6. All officers shall deliver to their successors all official material not later than ten days following the close of the meeting in May (month) or in case of resignation.

Section 7. Executive Committee

- a. The officers of the organization, and the procedure and bylaws chairman shall comprise of the Executive Committee. A majority of those serving shall constitute a quorum.
- b. The duties of the Executive Committee are:
 - To create standing committees.

- To elect/appoint chairmen of the standing committees.
- Meet in emergency situations to direct inter-organization difficulties and report to the Executive Board with conclusions.

ARTICLE VIII: EXECUTIVE BOARD

Section 1. The executive board shall consists of the officers of the Eagle Academy of Newark PTA the chairmen of standing committees and the principal of the school or a representative appointed by him/her.

- a. Each board member shall be a member of this local PTA
- b. The members of the executive board shall serve until their successors are elected
- c. A majority (half+1) of the executive board shall constitute a quorum.

Section 2. The duties of the Executive Board shall be:

- a. To transact necessary business in the intervals between organization meetings and such other business as may be referred to it by organization;
- b. To approve the plans of works of the standing committees;
- c. To represent a report at all regular meeting of this local PTA;
- d. Approved the appointment of an auditor or an auditing committee at least two weeks before the annual meeting to audit the treasurer’s accounts;
- e. To accept and submit to this local PTA for adoption a budget for the fiscal year;
- f. To approve routine bills within the limits of the budget.

Section 3. Regular meeting of the Executive board shall be held monthly during the school year, the time to be fixed by the board at its first meeting of the year.

Section 4. Special meeting of the executive board may be called by the president or by a majority of the members of the board. 2 days’ notice having been given. The purpose of the meeting shall be stated in the call.

ARTICLE IX: MEETINGS

Section 1. General Membership Meetings.

- a. Only members who are in good standing as defined in Article VI shall be eligible to participate in the business of this local PTA.
- b. _____ (at least 3) general membership meetings of this local PTA shall be held during the school year. Dates of meeting shall be determined by the executive board and announced at the first general membership meeting of the year.
- c. _____ (number) days’ notice shall be given of a change of date of general membership meetings.
- d. Special general membership meetings may be called by the executive board _____ days’ notice having been given. The purpose of the meetings will be stated in the call.
- e. The annual General Membership Meeting for the purpose of the budget presentation and audit approval, hearing reports and such other business as may properly come before it shall be in _____ (month).

Note: Annual meeting shall be in the Fall.

- f. _____(insert number) members shall constitute a quorum for the transaction of business in any general membership meeting of this local PTA.

Note: Quorum for membership meetings should be a fair number above those listed as serving on the executive board.

Section 2. State Meetings.

- a. The president of this local PTA or his/her alternate may attend the annual convention of the New Jersey PTA. Additional delegates may be elected and sent as provided in the bylaws of the New Jersey PTA.
- b. Elected delegates shall be sent to all State and County Council meetings and training conducted for the benefit of the local organization.

ARTICLE X: STANDING COMMITTEES AND SPECIAL COMMITTEES

***. Only members of this Local PTSA shall be eligible to serve as chairmen or members of the committee.

***Section 2. Such standing committees shall be created by the executive committee as may be required to promote the objects and interest of this Local PTSA the chairmen of the standing committee shall be elected/appointed by the executive committee and their term shall be (1) one year.

***Section 3. The chairmen of the standing committee shall present plans of work to the executive board for approval, and no committee work shall be undertaken without the approval of the executive board.

***Section 4. Special committees shall be appointed by the president, executive board or the PTA as deemed necessary to carry out the work of this Local PTSA.

***Section 5. The president shall be the ex-officio member of all committees except the nominating and auditing committees.

ARTICLE XI: COUNTY COUNCIL MEMBERSHIP

***Section 1. The Local PTSA is eligible for membership in the Essex County as outlined in Article V, Section of these bylaws.

***Section 2. The Local PTSA shall send representatives to all County Council meetings and trainings conducted for the benefit of the Local PTSA

***Section 3. This Local PTSA shall be represented in meetings of the Essex County Council of Parent- Teacher Associations by the President or his or her alternatives and by 2 delegates or their alternatives as provided in the Council B Laws

ARTICLE XII: STATE AND LOCAL RELATIONSHIP

*****Section 1.** A Local PTSA or PTSA is a branch of the National PTA and New Jersey PTA and exist for the purpose of accomplishing at the local level the purpose of the National PTA.

*****Section 2.** A local in good standing with the New Jersey PTA is (in accordance with Article XIV of the New Jersey PTA Bylaws) is one that:

- a. Has paid per capita dues of its members to the National PTA and the New Jersey PTA by January 15th;
- b. Operates under bylaws, which shall be approved at least once every three years by the New Jersey PTA; and
- c. Submits to the New Jersey PTA by January 15th , a copy of the Annual Audit report to verify that the local Treasurer's book has been audited
- d. Submitted to the New Jersey PTA by June 30th Their annual officer Report or within 30 days after a change has been made.
- e. Meets other criteria as may be prescribed by the New Jersey PTA.

*****Section 3.** Each Local PTSA shall adopt such bylaws for the governance if their organization as shall be approved by the New Jersey PTA. Such bylaws will not be in conflict with the bylaws of the National PTA

*****Section 4.** Each Local PTA shall include in its bylaws provisions corresponding to provisions of the New Jersey PTA By laws as identified by double stars

*****Section 5.** The adoption of an amendment to any provision of the bylaws identified by the double stars shall serve automatically and without the requirement of future action by this Local PTSA to amend correspondingly their bylaws.

*****Section 6.** Criticism of any person shall not be voiced inn open meetings.

*****Section 7.** The charter of a Local PTSA may be subject to withdrawal if:

- a. The Local PTSA is found to be in violation of the bylaws of this Local PTSA :
- b. Bylaws od the National PTA;
- c. Bylaws of the New Jersey PTA ; or
- d. Other practices or activities that may tend to defeat the objects and Basic Policies of the National PTA.
- e. Violations

*****Section 8.** Violations.

Charges of alleged violations for Local PTSAs or County PTAs should be sent in writing or email to the Committee on state and Local Relationships for review and then sent to the Board of Directors with a recommendation. After completion of its investigation the Committee on state and Local Relationships shall report to the Board of Directors its findings.

- ***Section 9.** Upon finding the alleged violations to be verified, The Board of Directors shall:
- f. Offer the Local PTSA an opportunity to respond to the alleged violation.
 - g. Upon responses and if required, by a two-third vote of the Board of Directors require the Local PTSA, within a stipulated period of time to correct their violation.
 - h. When such recommendations have been mad and actions has not been taken by this Local PTSA within their stipulated time period, the Board of Directors may grant an extension in time not less than six weeks or more than eighteen months in which to achieve satisfactory compliance .
 - i. Failing such compliance the Board may subject to concurrence of such action by the next annual convention, withdraw the charter of the Local PTSA in violation, and terminate its status as a Local PTSA.
 - j. Upon withdrawal of the charter this Local PTSA shall follow the procedures for dissolution as outlined in Article XIII, of these bylaws.

ARTICLE XIII: DISAFFILIATION/WITHDRAWAL OF CHARTER

*****Section 1.** If a Local PTSA is considering disaffiliation the following procedures must be followed:

1. A Local PTSA executive board considering recommending to its general association a resolution to disaffiliate must afford the County Council President and/or an opportunity to speak to the executive board prior to it taking action on such a proposal. If the executive committee then votes to present to its membership a motion to disaffiliate, it must inform, in writing, the County Council President, the New Jersey PTA President, and the general membership meeting that the motion to disaffiliate will be considered.
 - A. The County Council President and/or New Jersey PTA President and/or another New Jersey PTA representative must be afforded the opportunity to speak at the Local PTSA meeting, to the membership, prior to action being taken by the Local PTSA on the proposed resolution to disaffiliate.
2. Approval to disaffiliate requires a two-third by written ballot, a quorum being present. Only those members in good standing on the date the written notice to disaffiliate is sent may vote.
3. Disaffiliation and dissolution may take place in 60 days.

*****Section 2.** Each Local PTSA is obligated upon disaffiliation or withdrawal of its charter by the New Jersey PTA:

ARTICLE XIV: STATE CONVENTION

This Local PTA shall be entitled to be represented at the New Jersey PTA Convention by its members as prescribed in Article XVI I of the state bylaws.

All members who are members in good standing are eligible to attend the state convention. Voting delegates are those who have been members in good standing for at least 15 days.

ARTICLE XV: FISCAL YEAR

The fiscal year of this local PTA shall begin July 1st and end June 30th (12 months). The Fiscal Year may differ from the membership year.

ARTICLE XVI: PARLIAMENTARY AUTHORITY

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

Note: A copy of the bylaws of the Parent-Teacher Association should be available at every meeting.

ARTICLE XVII: AMENDMENTS

*****Section 1.**

1. These bylaws may be amended at any regular meeting of the PTA by a $\frac{2}{3}$ (two-thirds) vote of the members present and voting, providing a quorum being present and providing that notice of the proposed amendment shall have been given at least 25 days prior to meeting at which action is to be taken, and provided that the amendment is not to conflict with mandatory articles prescribed in the bylaws of the New Jersey PTA and the National PTA;
2. A committee may be appointed to submit a revised set of bylaws as a substitute for these bylaws only vary by a majority vote at a meeting of this Local PTA, or by a two-thirds ($\frac{2}{3}$) vote of the executive board, providing a quorum being present at both. The requirements for adoption of a revised set of bylaws shall be the same as in the case of an amendment;
3. After approval of a two-thirds ($\frac{2}{3}$) vote at a meeting of this Local PTA, providing a quorum being present for (4) copies of all amendments/revised bylaws shall be sent to the person or persons designated by the New Jersey PTA

*****Section 2.** The adoption of an amendment to any provision of the New Jersey PTA bylaws identified by a double star (**) shall serve automatically and without the requirement of further action by the PTA to amend their corresponding bylaws.

As amended by National PTA Convention 6/2007

As amended by NJPTA Convention 11/2007

As amended by NJPTA Convention 11/2008

As amended by NJPTA Convention 12/3/2009

As amended by NJPTA Convention 11/20/2010

As amended by National PTA Convention 6/2011

NOT APPROVED