

**PLEASE NOTE:** The Georgia PTA often receives requests from members for copies of the *state bylaws*. *Please be advised that these bylaws govern the state association and should not be confused with the local unit or council bylaws.*

**BYLAWS OF THE GEORGIA PTA**  
**Amended 2025**



**PTA Mission**

To make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

*Amended June 6, 2025 – 111<sup>th</sup> Annual Conference Leadership  
Training*

*Distributed and Posted June 2025*

1 **ARTICLE I: NAME**

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3 The name of this association is the Georgia Congress of Parents and  
4 Teachers, Inc. It is commonly known and will be referred to in these bylaws  
5 as the “Georgia PTA.”  
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7 **#ARTICLE II: PURPOSES**

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9 **Section 1.** The purpose or purposes (Objects) which the corporation will  
10 hereafter pursue are:

- 11 a. To promote the welfare of children and youth in home, school, places of  
12 worship, and throughout the community.  
13 b. To raise the standards of home life.  
14 c. To advocate for laws that further the education, physical and mental  
15 health, welfare, and safety of children and youth.  
16 d. To promote the collaboration and engagement of families and educators in  
17 the education of children and youth.  
18 e. To engage the public in united efforts to secure the physical, mental,  
19 emotional, spiritual, and social well-being of all children and youth; and  
20 f. To advocate for fiscal responsibility regarding public tax dollars in public  
21 education funding.

22 **Section 2.** The purposes of the PTA are promoted through an advocacy and  
23 educational program directed toward parents, teachers, and the general public  
24 developed through conferences, committees, projects, and programs; and  
25 governed and qualified by the basic policies set forth in Article III.

26 **Section 3.** The association is organized exclusively for the charitable,  
27 scientific, literary, or educational purposes within the meaning of Section  
28 501(c)(3) of the Internal Revenue Code or corresponding section of any  
29 future federal tax code (hereinafter “Internal Revenue Code”).  
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31 **ARTICLE III: BASIC POLICIES**

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33 The following are basic policies of the Georgia PTA, in common with those  
34 of National PTA:

- 35 a. The association shall be noncommercial, nonsectarian, and nonpartisan.  
36 b. The association shall work with the schools and community to provide  
37 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.

c. The association shall work to promote the health and welfare of children and youth and shall seek to promote collaboration between parents, schools, and the community at large.

d. No part of the net earnings of the association shall inure to the benefit of, or be distributable to its members, directors, trustees, officers, or other private persons except that the association 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.

e. Notwithstanding any other provision of these articles, the association shall not carry on any other activities not permitted to be carried on (i) by an association exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (ii) by an association, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

f. Upon the dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to one (1) or more nonprofit funds, foundations, or associations that have established their tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and whose purposes are in accordance with those of the National PTA; and

g. The association 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 office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.

## ARTICLE IV: CONSTITUENT ASSOCIATIONS

**Section 1.** The constituent associations of National PTA include:

a. Branches of National PTA that have been established in the 50 states of the United States, the District of Columbia, the U.S. Virgin Islands, Puerto

Rico and among schools for American dependents in, Europe and the Pacific hereinafter called state PTAs;

b. Local PTAs (Parent Teacher Associations) or PTSAs (Parent Teacher Student Associations) organized under the authority of the state PTA in organized areas; and

c. Local PTAs/PTSAs organized under the direct authority of National PTA when there is no state PTA/PTSA.

**Section 2.** The national Board of Directors shall determine criteria for establishing constituent associations and setting standards for continuing affiliation with National PTA.

**Section 3.** There shall be no proxy voting by any constituent association of National PTA.

**Section 4.** The purposes and basic policies of National PTA shall in every case also be the purposes and basic policies of each constituent association.

**Section 5.** The articles of association of a constituent association include (a) the bylaws of such association and (b) articles of incorporation of such association (in cases in which the association is incorporated) or the articles of association by whatever name (in cases in which the association exists as an unincorporated association).

**Section 6.** Each constituent association shall adopt such bylaws for the government of the association as may be approved by the Georgia PTA. Such bylaws shall not be in conflict with the National PTA Bylaws or the bylaws of the state PTA.

**Section 7.** Each officer or board member of a constituent association shall be a member of a local PTA/PTSA within its area.

**Section 8.** A PTA member shall not serve as a voting member of a constituent association's board at the local, council or district level while serving as a paid employee of, or under contract to, that constituent association.

**Section 9.** Bylaws of each constituent association shall include a provision establishing a quorum.

**Section 10.** The members of the nominating committee for officers of a constituent association **must be a member of that association and shall be elected by the general membership, except as provided for in Article VIII, Section 7 of these bylaws.**

**Section 11.** The bylaws of all constituent associations shall prohibit voting by proxy.

111 **Section 12. Dissolution.** Upon the dissolution of a state constituent  
112 association, after paying or adequately providing for the debts and  
113 obligations of the association, the state constituent association's financial  
114 holdings, property, all records and all remaining assets shall be distributed to  
115 National PTA in order to establish a new entity to service the state  
116 membership.

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## ARTICLE V: STATE PTAs/PTSAs

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120 **Section 1.** The Georgia PTA is a branch of the National PTA and exists for  
121 the purpose of accomplishing, at the state level, the purposes of the National  
122 PTA in accordance with its policies. Within the framework of the  
123 responsibility that it shares with the National PTA for the implementation of  
124 the purposes of the National PTA and its obligation to comply with the  
125 National PTA Bylaws, the Georgia PTA is a self-governing association with  
126 independent legal existence.

127 **Section 2.** The relationship of the Georgia PTA with the National PTA and  
128 its duties, obligations, and responsibilities are set forth in the National PTA  
129 Bylaws and in the charter that is issued by the National PTA to the Georgia  
130 PTA.

131 **Section 3.** The Georgia PTA shall adopt such bylaws and other articles of  
132 association as are in conformity with the National PTA Bylaws.

133 **Section 4.** The adoption of an amendment to any provision of the National  
134 PTA Bylaws shall serve automatically and without requirement of further  
135 action of the Georgia PTA to amend its corresponding bylaws.  
136 Notwithstanding the automatic character of the amending process, the  
137 Georgia PTA shall promptly incorporate such amendments in its bylaws.

138 **Section 5.** The bylaws of the Georgia PTA and all amendments or a revision  
139 hereto, adopted by the convention delegates, shall be submitted to National  
140 PTA.

141 **Section 6.** The Georgia PTA shall provide appropriate procedures for the  
142 association of local PTAs/PTSAs within Georgia and prescribe the form and  
143 content of the bylaws or other articles of association of such local  
144 PTAs/PTSAs.

145 **Section 7.** The Georgia PTA may create or establish subsidiary associations  
146 (district) within its area to facilitate the administration of the affairs of the

147 Georgia PTA and for carrying out its programs and may prescribe the form  
148 and content of the bylaws or other articles of association of such districts.

149 **Section 8.** The Georgia PTA may create or establish councils in counties,  
150 cities, or other areas designated by its Board of Directors for the purpose of  
151 conference, leadership training, and coordination of the efforts of local  
152 PTAs/PTSAs and may prescribe the form and content of the bylaws or other  
153 articles of association of such councils. The local PTAs/PTSAs that shall be  
154 eligible for membership and participation in the work of any council shall be  
155 determined by the Georgia PTA. Councils shall not legislate for local  
156 PTAs/PTSAs.

157 **Section 9.** In the event of surrender or withdrawal of its charter by the  
158 National PTA, in the manner provided in Article XIX of the National PTA  
159 Bylaws, the Georgia PTA is obligated:

160 a. To yield up and surrender all of its books and records and all of its assets  
161 and property to the National PTA or to such agency as may be designated  
162 by the National PTA to be held for the benefit of another branch  
163 association established by the National PTA for the area of the Georgia  
164 PTA.

165 b. To yield up all of the books and records and all of the assets and property  
166 of any Controlled Association and surrender them to the National PTA or  
167 to such agency as may be designated by the National PTA to be held for  
168 the benefit of another branch association established by the National PTA  
169 for the area of such state PTA. A Controlled Association shall mean any  
170 corporation or other entity, whether nonprofit or for-profit, incorporated or  
171 unincorporated, that is controlled by such state PTA. For purposes of this  
172 section, control means ownership by vote or value of more than fifty  
173 percent of the association, power to appoint individuals to the governing  
174 body of the association representing more than fifty percent of the voting  
175 power, or ownership of more than fifty percent of the beneficial interests in  
176 the association. The state PTA shall cause the governing documents of the  
177 Controlled Association to reflect this obligation.

178 c. To cease and desist from the further use of any name that implies or  
179 connotes association or affiliation with the National PTA or status as a  
180 branch or constituent association of the National PTA; and

181 d. To carry out promptly, under the supervision and direction of the National  
182 PTA, all proceedings necessary or desirable for the purpose of dissolving  
183 the Georgia PTA.

184 **Section 10.** The Georgia PTA is responsible for compliance by the local,  
185 council, and district PTAs within its area with the National PTA Bylaws and  
186 the bylaws of the state PTA. The provisions of the Georgia PTA Bylaws  
187 relating to the withdrawal of the charter of a local PTA/PTSA (and the  
188 termination of its status as a local PTA/PTSA) shall parallel the provisions of  
189 the National PTA Bylaws relation to the withdrawal by the National PTA of  
190 the charter of the Georgia PTA and the termination of the status of the  
191 Georgia PTA as a branch of the National PTA.

192 **Section 11.** The Georgia PTA shall comply with all criteria set forth in the  
193 National PTA Policy – Standards of Affiliation.

194 **Section 12.** The Georgia PTA shall keep such permanent books of account  
195 and records as shall be sufficient to establish the items of gross income,  
196 receipts, and disbursements of the association, including, specifically, the  
197 number of local PTAs/PTSAs within its area, the national portion of  
198 membership dues collected by such local PTAs/PTSAs, the amounts of such  
199 dues received by the Georgia PTA, and the amounts of dues remitted to the  
200 National PTA. Such books of account and records, including those of  
201 controlled associations, shall at all reasonable times be open to inspection by  
202 an authorized representative of the National PTA.

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## 207 **ARTICLE VI: LOCAL PTAs/PTSAs**

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209 **Section 1.** Local PTAs/PTSAs shall be organized and chartered under the  
210 authority of the Georgia PTA in the area in which the local PTA/PTSA  
211 functions, in conformity with such rules and regulations, not in conflict with  
212 the National PTA Bylaws, as the Georgia PTA may in its bylaws prescribe.  
213 The Georgia PTA shall issue to each local PTA/PTSA in its area an  
214 appropriate charter evidencing the due association and good standing of the  
215 local PTA/PTSA. A local PTA/PTSA in good standing is one that:

216 a. Adheres to the purposes and basic policies of the PTA.

217 b. Remits the state and national portion of the dues, on a monthly basis, to the  
218 state PTA. The state shall remit the national portion to reach the national  
219 office by dates designated by the National PTA.

220 c. Has bylaws approved according to the procedures of each state.

- 221 d. Submits an annual audit report to the state office by the last business day  
222 of September.
- 223 e. Shall submit annually to the Internal Revenue Service (IRS), the  
224 appropriate Form 990 by the applicable IRS due date; and
- 225 f. Shall pay annual membership dues as assessed by the affiliate council PTA  
226 per Article VI, Section 5 of council bylaws, if applicable.

227 **Section 2.** Each local association in good standing shall be entitled to be  
228 represented at the annual state convention by its president and one (1) other  
229 officer, or their alternates, and one (1) delegate for every fifty (50) paid  
230 members recorded in the state office on the statistical report generated as of  
231 the (10<sup>th</sup>) day of March each year.

232 **Section 3.** Each local PTA/PTSA shall keep such permanent books of  
233 account and records:

- 234 a. Sufficient to establish the items of gross income, receipts, and  
235 disbursements of the association.
- 236 b. Specifically including the number of its members, the dues collected from  
237 its members and the amounts of dues remitted to  
238 the Georgia PTA; and
- 239 c. Such books of account and records shall at all reasonable times be open to  
240 inspection by an authorized representative of the Georgia PTA or by a duly  
241 authorized representative of the National PTA.

242 **Section 4.** The charter of a local PTA/PTSA shall be subject to withdrawal  
243 and the status of such association as a local PTA/PTSA shall be subject to  
244 termination, in the manner and under the circumstances provided by the  
245 bylaws of the Georgia PTA.

246 **Section 5.** Each local PTA/PTSA is obligated, upon withdrawal of its  
247 charter by the Georgia PTA:

- 248 a. To yield up and surrender all of its books and records and all of its assets  
249 and property to the Georgia PTA or to such agency as may be designated  
250 by the Georgia PTA or to another local PTA/PTSA organized under the  
251 authority of the Georgia PTA.
- 252 b. To cease and desist from the further use of any name that implies or  
253 connotes association with the National PTA or the Georgia PTA or status  
254 as a constituent association of the National PTA; and
- 255 c. To carry out promptly, under the supervision and direction of the Georgia  
256 PTA, all proceedings necessary or desirable for the purpose of dissolving  
257 such local PTA/PTSA.



258 **Section 6.** Each officer or board member of a local PTA/PTSA shall be a  
259 member of such local PTA/PTSA.

260 **#Section 7.** The Georgia PTA shall determine the fiscal/membership year  
261 for the local PTAs/PTSAs within Georgia. Only members of a local  
262 PTA/PTSA who have paid dues for the current membership year may  
263 participate in the business of the local PTA/PTSA.

264 **Section 8.** Each local PTA/PTSA shall collect dues from its members and  
265 shall remit a portion of such dues to the Georgia PTA as provided in Article  
266 VII hereof.

267 **Section 9.** The Georgia PTA does not allow family memberships or tiered  
268 membership dues.

269 **Section 10.** Each local PTA/PTSA shall include in its bylaws provisions  
270 corresponding to the provisions of the Georgia PTA Bylaws identified by a  
271 number symbol.

272 **Section 11.** The adoption of an amendment to any provision of these bylaws  
273 identified by a number symbol shall automatically amend the bylaws of the  
274 local PTAs/PTSAs to conform to the action taken by the state convention.

275 **Section 12.** Amendments to Bylaws:

276 a. Local PTA/PTSA bylaws may be amended at any regular meeting of the  
277 association by a two-thirds (2/3) vote of the members present and voting  
278 provided that notice of the proposed amendment shall have been given at  
279 least thirty (30) days prior to the meeting of the local unit and that the  
280 amendment shall be subject to approval of the Georgia PTA.

281 b. The amendment shall become effective upon receipt of approval from the  
282 Georgia PTA; and

283 c. In the event that a revised set of bylaws is required by the Georgia PTA  
284 and there are no changes in the local unit information stated in the current  
285 bylaws, the thirty (30) day waiting period is waived.

286 **Section 13.** The bylaws of each constituent association shall include an  
287 article stating the fiscal year.

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## 289 **ARTICLE VII: MEMBERSHIP AND DUES**

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291 **Section 1.** Every individual who is a member of a local PTA/PTSA is, by  
292 virtue of that fact, a member of the National PTA and of the Georgia PTA by  
293 which such local PTA/PTSA is chartered and is entitled to all the benefits of  
294 such membership.

295 **Section 2.** Membership in each local PTA/PTSA shall be open, without  
296 discrimination, to anyone who believes in and supports the Mission and  
297 Purposes of the National PTA.

298 **Section 3.** Each local PTA/PTSA shall conduct an annual enrollment of  
299 members but may admit individuals to membership at any time. Dues  
300 submitted to Georgia PTA during the Georgia PTA fiscal/membership year,  
301 July 1st - June 30th, are memberships for that current fiscal/membership  
302 year.

303 **Section 4. Classification.** The Georgia PTA shall have the following  
304 classifications:

305 **a. Local Members.** Upon meeting the qualifications for membership,  
306 these individuals are also automatically members of their respective  
307 state PTA constituent associations and National PTA.

308 **b. Birney Butler State Supporting Donors (State Supporting Donor or**  
309 **Birney Butler Donor).** Individuals who are interested in supporting  
310 specific programs of the Georgia PTA shall remit donations directly to  
311 Georgia PTA at a minimum of \$30. Donating does not constitute  
312 membership of Georgia PTA. State Supporting Donors desiring  
313 voting privileges at state and local levels must pay dues to a state and  
314 local constituent association in good standing. The Birney Butler State  
315 Supporting Donor is created by the Board of Directors for the purposes  
316 of establishing funding for State PTA programs: Founders' Day,  
317 Arts/Reflections and Scholarships. All donations are to be allocated  
318 equally amongst these designated programs.

319 **Section 5. Annual Dues. Local/State. Each member of a local**  
320 **PTA/PTSA shall pay such annual dues to said association as may be**  
321 **prescribed by the association. The amount of such dues shall include the**  
322 **portion payable to Georgia PTA - the "state portion" - and the portion**  
323 **payable to the National PTA -the "national portion."**

324 1. The national portion of each member's dues shall be determined  
325 by the National PTA.

326 2. The amount of the state portion of each member's dues shall be  
327 determined by the Georgia PTA.

328 **Section 6.** The amount of the state portion of each member's dues shall be  
329 determined by the Georgia PTA. The Georgia PTA portion of each  
330 member's dues shall be one dollar and eighty-five cents (\$1.85) per annum.

331 **Section 7.** The state and national portions of the dues paid by each member  
332 of a local PTA/PTSA shall be set aside by the local PTA/PTSA and remitted  
333 to the Georgia PTA through such channels and at such times as the state PTA  
334 bylaws may provide. Each state PTA shall pay to the National PTA the  
335 amount of the national portion of dues paid by all members of local  
336 PTAs/PTSAs in its area.

337 **Section 8.** The Georgia PTA shall make remittances, on a monthly basis, to  
338 the National PTA of the amounts due to the National PTA. Each remittance  
339 shall be accompanied by a statement of the dues received by the Georgia  
340 PTA from all local PTAs/PTSAs within its area for the month covered by the  
341 report. Such statement shall show the name and location of each local  
342 PTA/PTSA, the amount paid by it to the Georgia PTA, and the number of  
343 members in each local PTA/PTSA.

344 **Section 9.** . The Birney Butler State Supporting Donor is created by the  
345 Board of Directors for the purposes of establishing funding for State PTA  
346 programs: Founders' Day, Arts/Reflections and Scholarships. All donations  
347 are to be allocated equally amongst these designated programs. Individuals  
348 who are interested in supporting specific programs of the Georgia PTA shall  
349 remit donations directly to Georgia PTA at a minimum of \$30. Donating  
350 does not constitute membership of Georgia PTA

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## 352 **ARTICLE VIII: OFFICERS AND THEIR ELECTION**

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354 **Section 1.** The officers of the Georgia PTA shall be a president, president-  
355 elect, first vice president, second vice president, a secretary, and a treasurer.

356 **Section 2.** Except for the office of president, these officers shall be elected  
357 at the state convention in odd numbered years.

358 **Section 3.** The vote shall be conducted by ballot. When there is but one (1)  
359 candidate for an office, the ballot for that office may be dispensed with and  
360 election held by voice vote at the first general session. A majority vote shall  
361 be required for election.

362 When there are more than two (2) candidates for an office and a majority  
363 vote is not achieved on the first ballot, it is necessary to proceed to a second  
364 ballot. On the second ballot, a plurality vote shall be required for election.  
365 Plurality refers to the greatest number of votes obtained by any one  
366 candidate.

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

- a. Each officer shall be a member of a local PTA/PTSA chartered by the Georgia PTA.
- b. No person is eligible for office who at the time of election, has not served, within the previous six (6) years, at least one full term, as a member of the Georgia PTA Board of Directors; a member of Georgia PTA Standing Committee; or a member of the National PTA Board of Directors; or a member of a National PTA committee elected or otherwise.
- c. Candidates for the office of treasurer must have evidenced experience in financial matters, preferably in professional accounting.
- d. Candidates for the office of treasurer, with professional accounting experience, would be exempt of eligibility requirements in Article VIII, Sect.4, para., b. of these bylaws
- e. No officer may be eligible to serve more than one (1) full term in the same office.
- f. A person who has served in an office for more than one-half (1/2) of a term shall be deemed to have served a full term in such office.
- g. No person shall hold more than one (1) state PTA position simultaneously; and
- h. Be a natural person who is 18 years of age or older. Georgia Code for Non-Profits § 14-3-802

**Section 5.** Each officer elected at an annual convention shall take office at the close of the election convention and shall serve for a term of two (2) years or until their successor is elected.

**Section 6.** Officers Vacancies:

- a. With the exception of the office of president and president-elect, a vacancy in any office may be filled by the Board of Directors as hereinafter provided for the unexpired term. The vote shall be by ballot if more than one candidate for an office is presented. If a ten (10) day notice of the election has been given to the members of the board, a majority vote shall elect otherwise a two-thirds (2/3) vote of members present and voting shall be necessary for election; and
- b. In case of a vacancy in the office of president, the president-elect shall become president and shall hold office for the balance of the term. In filling the vacancy, the president-elect shall become president and shall hold office for the balance of the term. In filling the vacancy, the

404 president-elect shall be entitled to continue in the presidency for the  
405 following term providing not more than one-half (1/2) of a full term as  
406 president has been served. A vacancy in the office of president-elect  
407 shall be filled at the next convention by the voting body. In the interim,  
408 duties of the president-elect shall be delegated by the president.

- 409 c. Notwithstanding anything to the contrary herein, the president-elect  
410 elected to the 2023-2025 term of office shall continue in the presidency  
411 for the 2025-2027 term even if said person has served more than one-  
412 half of a full term in the office of president during the 2023-2025 term  
413 due to a vacancy. The new president-elect elected at the June 2024  
414 convention of the voting body shall hold office for the balance of the  
415 2023-2025 term and shall continue in the office of president-elect for  
416 the 2025-2027 term. The terms of this subsection VIII(6)(c) shall apply  
417 only to terms of office for president and president-elect for 2023-2025  
418 and 2025-2027, and the process for filling officer vacancies shall  
419 otherwise be as set forth in subsections VIII(6)(a) and the new  
420 subsection VIII(6)(c) shall be effective until the president and  
421 president-elect for the 2027-2029 term are elected, at which time the  
422 subsection VIII(6)(c) shall terminate and shall have no further force  
423 and effect.

424 **Section 7.** There shall be a nominating committee consisting of five (5)  
425 members and two (2) alternates who shall be elected by ballot by the Board  
426 of Directors from its own body at the summer board meeting.

- 427 a. Election shall be by plurality vote.  
428 b. The committee shall serve a term of two (2) years.  
429 c. No person shall be eligible to serve consecutive terms, or any portion  
430 thereof.  
431 d. There shall be no more than two committee members from a district.  
432 e. Vacancies occurring in the nominating committee shall be filled by the  
433 alternates in order of the number of votes received.  
434 f. The committee shall meet to elect a chairperson and a vice-chairperson  
435 and shall report the results of such election prior to the close of the regular  
436 board meeting at which they were elected.

437 **Section 8.** The following shall govern the nominating committee:

- 438 a. The chair of the nominating committee shall direct the state office to  
439 distribute nomination forms to all qualified  
440 individuals.

- b. The nominating committee shall nominate a candidate for each office to be filled and shall send a report of these nominations to the president.
- c. The chairperson of the nominating committee shall report the slate of officers to the Board of Directors by the Spring. Board meeting preceding the election convention.
- d. The report of the nominating committee shall be included in the call to convention and posted to the Georgia PTA website. The presidents of councils and local units are responsible for informing all qualified individuals of the nominees.
- e. The chair of the nominating committee shall report to the convention at its first general session, at which time additional nominations may be made from the floor as provided by Georgia PTA's Policy on Elections, as stipulated in the Georgia PTA and Policies and Procedures.
- f. The committee shall solicit nomination for chairs of standing committees presented by the President-Elect for the next term; and
- g. No later than the second board meeting preceding the election at Convention Leadership Training (CLT), present a list of applicants for standing committee chairs for the next term to the President-Elect.

## **ARTICLE IX: DUTIES OF OFFICERS**

### **Section 1. The President shall:**

- a. Be the chief executive officer of the association.
- b. Serve as the presiding officer
- c. Present a written strategy plan at Spring BOD meeting prior to conference
- d. Sign and execute all bonds, stock certificates, mortgages, contracts, agreements or other obligations in the name of the Georgia PTA as authorized by the Board of Directors.
- e. Preside at all annual conventions, meetings of the Board of Directors, the Executive Committee, and any other meetings of the Georgia PTA.
- f. Create and appoint special committees as necessary.
- g. Appoint a parliamentarian who shall serve at meetings of the Executive Committee, Board of Directors, and convention meetings; the parliamentarian shall be a member of the National Association of Parliamentarians and shall be a non-voting member of the Executive Committee and Board of Directors.
- h. Serve as a member of the Board of Trustees.

- 478 i. Be member ex-officio of all committees of the Board of Directors except  
479 the committee on nominations and the committee on elections.
- 480 j. Approve all communications and materials to be distributed by board  
481 members in the scope of their PTA work.
- 482 k. Ensure plans of work are followed by reviewing the quarterly reports with  
483 the Executive Committee
- 484 l. Coordinate the work of the officers and committees.  
485 Present a written report of the president's activities and a written itemized  
486 account of the president's expenses at each Board of Directors meeting; and
- 487 m. Perform such other duties as may be provided for by these bylaws,  
488 prescribed by the parliamentary authority, or directed by the Board of  
489 Directors or Executive Committee.
- 490 **Section 2.** The President-Elect shall:
- 491 a. Work in cooperation with the president and fulfill such other duties as may  
492 be assigned by the president.
- 493 b. Perform the duties of the president in the president's absence or inability to  
494 act.
- 495 c. Serve as a member of the Finance Committee.
- 496 d. Serve as a member of the Board of Trustees.
- 497 e. Serve as chair of the Governance Committee
- 498 f. Negotiates convention contracts for the two (2) years he/she will serve as  
499 president. Once the contract is complete, it will be signed by the president.
- 500 g. Attend as a delegate, the National PTA Legislative Conference and the  
501 National PTA Convention.
- 502 h. Present a written report of the president-elect's activities and a written  
503 itemized account of the president-elect's expenses at each Board of  
504 Directors meeting.
- 505 i. Register signature on all Georgia PTA financial accounts; and
- 506 j. Perform such other duties as may be provided for by these bylaws,  
507 prescribed by the parliamentary authority, or directed by the Board of  
508 Directors or Executive Committee.
- 509 **Section 3.** The First Vice President shall:
- 510 a. Act as an aide to the president.
- 511 b. Perform the duties of the president in the absence of the president and the  
512 president-elect or their inability to act; and

513 c. Perform such duties as may be provided for by these bylaws prescribed by  
514 the parliamentary authority, or directed by the president, the Board of  
515 Directors, or the Executive Committee.

516 **Section 4.** The Second Vice President shall:

517 a. Act as an aide to the president.

518 b. Perform the duties of the president in the absence of the president, the  
519 president-elect, and the first vice president or their inability to act; and

520 c. Perform such duties as may be provided for by these bylaws prescribed by  
521 the parliamentary authority, or directed by the president, the Board of  
522 Directors, or the Executive Committee.

523 **Section 5.** The Secretary shall:

524 a. Keep an accurate account of all meetings.

525 b. Provide Georgia PTA state office with copies of all signed Board  
526 documents for filing

527 c. Be prepared to read the records, or any portion thereof, of any previous  
528 meetings.

529 d. File all records in the state office; and create electronic folders

530 e. Perform such duties as may be provided for by these bylaws, prescribed by  
531 the parliamentary authority, or directed by the president, the Board of  
532 Directors, or the Executive Committee.

533 **Section 6.** The Treasurer shall:

534 a. Maintain a full account of the funds of the Georgia PTA.

535 b. Cause to be kept a full and accurate account of the receipts and  
536 disbursements in books belonging to the Georgia PTA.

537 c. Countersign all checks and electronic financial authorizations with the  
538 president or an officer designated by the president.

539 d. Provide a written financial statement at each meeting of the general  
540 membership, Board of Directors and Executive Committee meeting or  
541 other times as required.

542 e. Present an annual report of the financial condition of the association to the  
543 body at the annual state convention.

544 f. Serve as chairperson of the Finance Committee.

545 g. Serve as chairperson of the Board of Trustees; and

546 h. Perform such duties as may be provided for by these bylaws, prescribed by  
547 the parliamentary authority, or directed by the president, president and the  
548 Executive Committee or the Board of Directors.

549



## ARTICLE X: BOARD OF DIRECTORS

**Section 1.** The Board of Directors shall:

- a. Have the authority over the affairs of the Georgia PTA between annual conventions, except those specifically delegated to the Executive Committee, however, it cannot modify bylaws amendments and resolutions adopted by the convention body.
- b. Adopt a budget at the beginning of each fiscal year covering estimated income and expenses of the Georgia PTA for the year.
- c. Determine such office staff positions as may be needed to carry on the work of the Georgia PTA and shall fix the salaries of such positions; and
- d. Amend Policies and Procedures with a two-thirds (2/3) vote by the members present of the Board of Directors.

**Section 2.** Each board member shall:

- a. Be a member of a local PTA/PTSA chartered by the Georgia PTA.
- b. Not hold more than one (1) state PTA position simultaneously.
- c. Not serve simultaneously as a council or local unit president; and
- d. Be a natural person who is 18 years of age or older.

**Section 3.** The members of the board shall be: All elected officers: District directors (ex-officio), Immediate past president of the Georgia PTA (ex-officio), Chairpersons of standing committees; Advisor(s) appointed by the President (up to three nonvoting members), and Appointed parliamentarian.

**Section 4.** After serving one (1) term as the immediate past president, all past presidents shall be eligible to serve on the Georgia PTA Board of Directors in any capacity, except as an officer of the Georgia PTA.

**Section 5.** A member shall not serve simultaneously as a voting member of the Board of Directors while serving as a paid employee of the Georgia PTA.

**Section 6.** If a member of the Board of Directors shall at any time cease to meet the qualifications or fulfill the duties of the position, as specified in these bylaws and the Georgia PTA Policies and Procedures, that person may be removed from the board by resolution adopted by a two-thirds (2/3) vote of the Board of Directors.

**Section 7.** Regular meetings of the board shall be held four (4) times each year, unless otherwise provided by the Board of Directors.

**Section 8.** Notice of time and place of each regular meeting shall be given at least thirty (30) days prior to the meeting. Ten (10) days notice shall be given of a change of date.

587 **Section 9.** Special meetings of the board may be called by the president or  
588 upon the written request of nine (9) members of this board. Five (5) days  
589 notice shall be given, with time and date set by the president, not to exceed  
590 ten (10) calendar days following receipt of the request.

591 **Section 10.** At all meetings of the board, a majority of the members of the  
592 board shall constitute a quorum for the transaction of business.

593 **Section 11.** Upon the expiration of the term of office or when individuals  
594 cease to hold the position that entitles them to be a member of the board, they  
595 shall automatically cease to be a member of the board and shall be relieved  
596 of all duties and responsibilities incident to such membership. All records,  
597 funds, books and other materials pertaining to the position shall be  
598 relinquished to the president within fourteen (14) days.

599 **Section 12.** The Board of Directors shall have authority to make any  
600 necessary readjustments in district boundaries.

601 **Section 13.** Georgia PTA board members may serve in any elected non-  
602 partisan or appointed non-partisan position while serving as a Georgia PTA  
603 board member.

604 **Section 14.** Perform such other duties as may be provided for by these  
605 bylaws, prescribed by the parliamentary authority, or directed by the  
606 president, Board of Directors or Executive Committee.

607

## 608 **ARTICLE XI: EXECUTIVE COMMITTEE**

609

610 **Section 1.** There shall be an Executive Committee of the Georgia PTA, the  
611 members of which shall be:

- 612 a. All elected officers.
- 613 b. Chairperson of district director's conference.
- 614 c. Chairperson of committee chairperson's conference; and
- 615 d. Appointed parliamentarian.

616 **Section 2.** The Executive Committee shall meet, at a minimum, in  
617 conjunction with the regular meetings of the Board of Directors, and in  
618 accordance with the calendar approved by the Board of Directors.

619 **Section 3.** Special meetings of the Executive Committee may be called by  
620 the president or upon written request of three (3) members with five (5) days  
621 notice to each member of the Executive Committee, with time and date set  
622 by the president, not to exceed ten (10) calendar days following receipt of the  
623 request.

624 **Section 4.** A majority shall constitute a quorum for the transaction of  
625 business.

626 **Section 5.** The Executive Committee shall:

627 a. Transact business referred to it by the board.

628 b. Perform the duties of the Board of Directors between meetings of the  
629 board, provided no action conflicts with that of the board; meetings may be  
630 by conference call or a meeting of the body to conduct the business of the  
631 association;

632 c. Act in emergencies between meetings of the Board of Directors.

633 d. Make recommendations to the board on matters of policy and  
634 administration, including those concerning cooperation with other  
635 associations.

636 e. Receive plans of work from committee chairs and district directors and  
637 approve them before their use is authorized; and

638 f. Approve a certified public accountant to audit the books of the Georgia  
639 PTA.

640

## 641 **ARTICLE XII: STANDING COMMITTEES**

642

643 **Section 1.** Such standing committees may be created by the Board of  
644 Directors as shall be found necessary to carry on the work of this association.  
645 Standing committees shall include, but not limited to, Bylaws, Legislative,  
646 Membership, Family Engagement, Finance, Governance Structure, and  
647 Reflections.

648 **Section 2.** The incoming officers shall elect the standing committee chairs.  
649 The term for standing committee chairperson shall begin upon their election  
650 and end at the close of the next election convention.

651 **Section 3.** The following provisions shall govern the qualifications and  
652 eligibility of persons to be state standing committee chairpersons:

653 a. Only a member of a local PTA/PTSA within Georgia shall be eligible to  
654 serve.

655 b. No person shall serve more than two (2) consecutive full terms in the same  
656 position with the exception of the Legislative Chair who may serve three  
657 full terms.

658 c. A person who has served more than one-half (1/2) term shall be credited  
659 with having served a complete term; and

660 d. Only those persons who have given their consent to serve, if elected, shall  
661 be nominated.

662 **Section 4.** Duties of the standing committee chairpersons shall be:

663 a. To submit a plan of work to the Executive Committee; and

664 b. To carry out the plans of work of their committee as approved by the  
665 Executive Committee.

666 **Section 5.** Standing Committee vacancies:

667 a. If a vacancy occurs in a chairpersonship, the duties may be performed by a  
668 member of the board appointed by the president until the vacancy is filled  
669 as provided in these bylaws; and

670 b. A vacancy in a standing committee chairpersonship may be filled at any  
671 board meeting provided ten (10) days notice has been given. If notice has  
672 not been given, the Board of Directors shall elect a committee of three  
673 members, no two from the same district, to submit nominations to fill the  
674 vacancy at their first meeting after the vacancy occurs. Voting for the  
675 nominees shall be by ballot if there is more than one nominee. The  
676 nominee receiving the majority of the votes cast shall be elected.

677  
678 **ARTICLE XIII: DISTRICTS**

679  
680 **Section 1.** The state shall be divided into districts, the number and  
681 boundaries determined by the Board of Directors. All members of local  
682 PTAs/PTSAs within the boundaries of each district shall constitute the  
683 district membership.

684 **Section 2.** A district shall operate under the Georgia PTA Bylaws and under  
685 standing rules reviewed by the Georgia PTA bylaws committee and approved  
686 by the Board of Directors.

687 **Section 3.** A district may not legislate for local PTAs/PTSAs or councils.

688 **Section 4.** The district directors shall promote the work of the Georgia PTA  
689 in their respective districts and shall hold district conferences as required in  
690 the district standing rules, preferably in the fall and spring.

691 **Section 5.** In order to be eligible to serve as a district officer, you must  
692 reside and be a member of a local PTA/PTSA within the district. A district  
693 director shall have served at least one term as a local unit officer or council  
694 officer, prior to being elected or appointed.

695 **Section 6.** The following rules shall govern the election of district directors:

- 696 a. The members of each PTA district shall elect a district director at its  
697 Spring conference. The term shall begin at the close of convention.
- 698 b. District directors shall be elected for a two-year (2) term. They shall be  
699 ineligible to serve for more than two (2) terms and shall serve only one  
700 year as an appointed director; and
- 701 c. If a vacancy should occur and cannot be filled according to the district  
702 standing rules, the president shall have the authority to appoint a district  
703 director for a period not to exceed one (1) year.

## 704 705 **ARTICLE XIV: COUNCILS**

706  
707 **Section 1.** Councils shall be composed of three (3) or more PTA/PTSA units  
708 organized in cities, counties, or communities for the purpose of conference  
709 and cooperation in matters of common interests.

710 a. Only PTAs/PTSAs in good standing with the Georgia PTA shall be  
711 members of a council.

712 b. Only PTAs/PTSAs in good standing shall have the right to make motions,  
713 debate and vote.

714 c. Each council shall be governed by bylaws approved by the Georgia PTA.

715 **A council in good standing is one that:**

716 a. Adheres to the purposes and basic policies of the PTA.

717 b. Adheres to the Georgia PTA Standards of Affiliation, as prescribed  
718 Georgia PTA Board of Directors; and

719 b. Has bylaws approved according to the procedures of the Georgia PTA;  
720 Is incorporated.

721 **Section 2.** Each council in good standing shall be entitled to be represented  
722 at the annual state convention by its president and one (1) other officer, or  
723 their alternates, and one (1) additional delegate for each ten (10) local units  
724 or major fraction thereof in council membership, the delegates to be elected  
725 by the Executive Committee or in open session.

726 **Section 3.** The bylaws of each council shall include an article stating the  
727 fiscal year.

728 **Section 4.** Each council shall include in its bylaws provisions corresponding  
729 to the provisions of such of the National PTA Bylaws.

730 **Section 5.** Each council shall include in its bylaws provisions corresponding  
731 to the provisions of the Georgia PTA Bylaws identified by a number symbol.

**Section 6.** The adoption of an amendment to any provisions of these bylaws identified by a number symbol shall automatically amend the bylaws of the council to conform to the action taken by the state convention.

**Section 7.** Amendments to bylaws:

a. Council bylaws may be amended at any regular meeting of the council by a two-thirds (2/3) vote of the members present and voting, provided that notice of the proposed amendment shall have been given at least thirty (30) days prior to the meeting of the council and that the amendment shall be subject to approval of the Georgia PTA.

b. The amendment shall become effective upon receipt of approval from the Georgia PTA; and

c. In the event that a revised set of bylaws is required by the Georgia PTA and there are no changes in the council information stated in the current bylaws, the thirty (30) day waiting period is waived.

## **ARTICLE XV: STATE AND LOCAL RELATIONSHIPS**

**Section 1.** The Georgia PTA is responsible for compliance by the local PTAs/PTSAs and councils within its area with the National PTA Bylaws, Georgia PTA Bylaws and their own bylaws.

**Section 2.** The Executive Committee shall be the committee on state and local relationships:

a. The Executive Committee shall review any alleged violations by local PTAs/PTSAs or councils of the National PTA Bylaws, of these bylaws, or their own bylaws or other practices or activities of local PTAs/PTSAs and councils that may tend to affect the Purposes and Basic Policies of the Georgia PTA or the National PTA that cannot be resolved at the local unit, council, or district executive board levels, after all disciplinary options have been exhausted at those levels. The Executive Committee shall report its recommendations to the Board of Directors; and

b. The Board of Directors shall give due consideration to the report of the Executive Committee and shall accord the local PTA/PTSA or council an opportunity to be heard and to respond. If, upon such consideration, the Board of Directors finds a violation by the local PTA/PTSA or council, it shall by two-thirds (2/3) vote, require the local PTA/PTSA or council to take appropriate action within a time stipulated by the Board of Directors. If the local PTA/PTSA or council fails to comply with the recommended

actions, the Board of Directors may withdraw its status as a unit of the Georgia PTA and the National PTA.

## **#ARTICLE XVI: DISCIPLINARY ACTION**

Georgia PTA has established policies and procedures to be followed by all its members and PTA constituents when allegations, of a violation of PTA Bylaws, policies, procedures or conduct that is injurious to the association, are made against any member, group of members, unit, council, district or state. (See Georgia PTA Disciplinary Code and Procedures (provided with each constituent's bylaws) or other disciplinary documents as prescribed by Georgia PTA Board of Directors).

## **ARTICLE XVII: STATE CONVENTION**

**Section 1.** The Georgia PTA shall meet in annual convention at a time and place designated by the Board of Directors. A notice of the convention shall be sent by the state office at the direction of the president to each member of the Board of Directors and to each local unit and council president at least forty-five (45) days prior to convention.

**Section 2.** The annual convention shall be the governing body of the Georgia PTA in all matters not previously determined by official action of the National PTA.

**Section 3.** Representation at state convention:

- a. Each local association in good standing\* shall be entitled to be represented at the annual state convention by its president and one (1) other officer, or their alternates, and one (1) delegate for every fifty (50) paid members recorded in the state office as of the tenth (10<sup>th</sup>) day of April each year.
- b. Newly chartered and reinstated local associations which have come into membership with Georgia PTA after the tenth (10<sup>th</sup>) day of April, shall be entitled to the same ratio of representation as other local associations.
- c. Each council in good standing\* shall be entitled to be represented at the annual state convention by its president and one (1) other officer, or their alternates, and one (1) delegate for each ten (10) local units in good standing with the Georgia PTA or major fraction thereof in council

membership, the delegates and alternates to be elected by the Executive Committee or in open session.

**Section 4.** The annual convention shall be open to all members of the Georgia PTA and visitors upon payment of the required registration fee, which shall be determined by the Board of Directors, but the privilege of making motions, debating, and voting shall be limited to members of the Board of Directors, past presidents of the Georgia PTA, presidents of councils and one (1) other officer, or their alternates, to be elected by the Executive Committee or in open session, presidents and one (1) other officer of local units or their alternates, and accredited delegates from councils and local PTA/PTSA units. A voting member shall have but one (1) vote.

**Section 5.** One hundred (100) voting members present at any regular convention, representing a majority of the districts, shall constitute a quorum.

**\*Footnote: For an explanation of local association "In Good Standing", please reference ARTICLE VI, Section 1.**

**For an explanation of council "In Good Standing", please reference ARTICLE XIV, Section 1.**

## **ARTICLE XVIII: CANCELLATION OF CONVENTION**

**Section 1.** In the event of a state or national emergency, such as war, epidemic, or disaster, the convention may be cancelled. If cancelled in an election year, current officers would continue to serve until the emergency is past and a convention can be held.

## **ARTICLE XIX: NATIONAL CONVENTION**

**Section 1.** The Georgia PTA shall be entitled to accredit to the annual convention as its delegates:

- a. The president of the Georgia PTA; and
- b. One additional delegate from among the members of the state PTA for each one thousand members, or major fraction thereof, of the Georgia PTA, as shown on the books of the treasurer of the National PTA as of March 31 preceding the annual convention.



841 **Section 2.** Delegates and their alternates receiving state PTA funds to attend  
842 a National PTA convention shall be selected by the president and approved  
843 by the Board of Directors at a regular board meeting.

844 **Section 3.** In the event of the absence of the president of the Georgia PTA at  
845 the convention of the National PTA, the Georgia PTA shall be represented  
846 by the president-elect.

## 847 **ARTICLE XX: STATE OFFICE**

848  
849 **Section 1.** There shall be an established state office.

850 **Section 2.** The state office shall be under the general supervision of the  
851 president of the Georgia PTA. The Board of Directors may determine such  
852 positions as may be needed to carry on the work of the Georgia PTA and  
853 shall determine and approve the salaries of such positions. All office  
854 employees shall work under the direction of the Office Manager.

## 855 856 **ARTICLE XXI: ENDOWMENT FUND**

857  
858 **Section 1.** The Georgia PTA shall maintain an endowment fund, known as  
859 the Alice McLellan Birney Endowment Fund, which is held and  
860 administered separately from the funds of the Georgia Congress of Parents  
861 and Teachers, Inc. The administration of the Alice McLellan Birney  
862 Endowment Fund (hereinafter referred to as “the Endowment Fund”) shall be  
863 under the direction of a Board of Trustees to be invested as the trustees are  
864 allowed according to the Investment Policy approved by the Board of  
865 Directors.

866 **Section 2.** The purpose of the Alice McLellan Birney Endowment Fund  
867 shall be to:

- 868 a. Provide for capital repairs or improvements to the physical building of  
869 Georgia PTA.  
870 b. Provide for furniture, fixtures, and equipment for the physical  
871 building(s)/office(s) of Georgia PTA; and  
872 c. Cover costs associated with expenses of having a Georgia PTA office as  
873 budgeted.

874 **Section 3.** The Board of Trustees shall be composed of seven (7) trustees.  
875 The Board of Directors shall govern the selection, vacancies, and removal of  
876 the seven (7) trustees of the Endowment Fund.

- 877 a. One (1) of the trustees shall be the treasurer of the Georgia PTA, who shall  
878 serve as chairperson of the Board of Trustees.
- 879 b. Two (2) additional trustees who shall be known as Director Trustees shall  
880 be elected by the Board of Directors from among its members for a two (2)  
881 year term at the first regular board meeting following the election  
882 convention. Director Trustees shall serve only as long as they are  
883 members of the Board of Directors and may not serve more than two (2)  
884 terms.
- 885 c. Two (2) of the trustees shall be known as PTA Member Trustees and must  
886 be members of the Georgia PTA but not members of the Board of Directors  
887 of the Georgia PTA. Member Trustees shall be elected for a two (2) year  
888 term following the election convention.
- 889 d. The president of the Georgia PTA shall serve as a member of the Board of  
890 Trustees.
- 891 e. The president-elect of the Georgia PTA shall serve as a member of the  
892 Board of Trustees.
- 893 f. Any trustee may be removed at any time for just cause by a two-thirds  
894 (2/3) vote of the Georgia PTA Board of Directors; and
- 895 g. The Georgia PTA Board of Directors shall fill any vacancy occurring in the  
896 Board of Trustees.

897 **Section 4.** The corpus of the Endowment Fund shall be set at a minimum of  
898 \$100,000, leaving interest as operating capital. However, upon a majority  
899 vote of the Board of Trustees and the Board of Directors, the minimum  
900 amount of the corpus may be changed:

- 901 a. The operating capital is available to the Georgia PTA to maintain a state  
902 office, subject to the budget presented by the Finance Committee,  
903 reviewed by the Board of Trustees, and approved by the Board of Directors  
904 to ensure capital can support expenses.
- 905 b. The title of any property owned shall be vested in the Georgia Congress of  
906 Parents and Teachers, Inc.; and
- 907 c. A complete report of the Endowment fund, including investments and  
908 expenditures, shall be given at each official meeting of the Board of  
909 Directors, and an annual report shall be given at the state convention.

910 **Section 5.** In the event it becomes necessary or desirable to buy or sell any  
911 real property on the behalf of the Georgia PTA, the Board of Directors will  
912 have the authority to take the necessary action with the approval of the Board

913 of Trustees. The funds from the sale of any real property shall then be made  
914 a part of the Endowment Fund.

915 **Section 6.** Local unit PTAs/PTSAs, councils, districts or individuals may  
916 make donations in any amount to the Endowment Fund.

917 **Section 7.** Local unit PTAs/PTSAs, councils, districts or individuals may  
918 honor an individual with a Georgia PTA Founders Certificate upon payment  
919 of one hundred (\$100.00) to the Endowment Fund.

920 **Section 8.** Local unit PTAs/PTSAs, councils, districts or individuals may  
921 honor an individual with an Honorary Georgia PTA Life Achievement  
922 Award upon payment of twenty-five (\$25.00) to the Endowment Fund.

923 **Section 9.** Local unit PTAs/PTSAs, councils, districts or individuals may  
924 honor the memory of a deceased member who has made significant  
925 contributions to PTA by contributing twenty-five (\$25.00) to the Endowment  
926 Fund as a memorial.

927

## 928 **ARTICLE XXII: FISCAL YEAR**

929

930 The fiscal year of the Georgia PTA shall begin on July 1 and end on the  
931 following June 30.

932

## 933 **ARTICLE XXIII: ELECTRONIC MEETINGS and** 934 **COMMUNICATION**

935

936 **Section 1.** Meetings: The Georgia PTA Board of Directors, Executive  
937 Committee and all other committees and subcommittees shall be authorized  
938 to meet and conduct business, including voting, by conference call,  
939 teleconference or other electronic communications media, as permitted by  
940 applicable law. Votes cannot be cast by email.

941 **Section 2.** Communication: Unless members indicate otherwise to Georgia  
942 PTA State Office, all communication required by these bylaws, including  
943 meeting notices, may be sent electronically unless otherwise specified in  
944 these bylaws.

945

## 946 **ARTICLE XXIV: PARLIAMENTARY AUTHORITY**

947

948 The rules contained in the current edition of Robert's Rules of Order Newly  
949 Revised shall govern the Georgia PTA and its constituent associations in all

950 cases in which they are applicable and in which they are not in conflict with  
951 these bylaws, the National PTA Bylaws, or the articles of incorporation.

952

## 953 **ARTICLE XXV: AMENDMENTS**

954

955 **Section 1.** These bylaws may be amended at an annual convention by a two-  
956 thirds (2/3) vote of those present and voting, provided the amendments have  
957 been approved by the Board of Directors and notice of proposed amendments  
958 has been provided to constituent associations forty-five (45) days prior to the  
959 opening of convention.

960 **Section 2.** The adoption of an amendment to any provision of the National  
961 PTA Bylaws shall serve automatically and without the requirement of further  
962 action by the Georgia PTA to amend their corresponding bylaws. State  
963 PTAs shall promptly incorporate such amendments in their respective  
964 bylaws.

965 **Section 3.** The adoption of an amendment to any provision of these bylaws  
966 identified by a number symbol (#) shall serve automatically to amend the  
967 bylaws of the local units and councils to conform to the action taken by the  
968 state convention.

969 **Section 4.** The Executive Committee or the Board of Directors by a majority  
970 vote may authorize the committee on bylaws to submit a revised set of  
971 bylaws as a substitute for the existing bylaws.

972 **Section 5.** Amendments or a revision of the Georgia PTA Bylaws shall be  
973 submitted to the National PTA within fifteen (15) days following the annual  
974 convention at which they are amended.

975 **Section 6.** Updated bylaws shall be posted on the Georgia PTA website,  
976 and/or by other electronic means as the Board of Directors may designate,  
977 within thirty (30) days following the annual convention at which they are  
978 amended.

979

980

## **APPENDIX**

### 981 **Key to the number symbol:**

982 Number Symbol (#) Required by Georgia PTA Bylaws to be included in  
983 local and council PTA bylaws and may not be amended or revised.