

ARTICLE XV: Amendments

Section 1.

- a. Only information written in the blanks of these bylaws may be amended at any general membership meeting of this PTA/PTSA by a two thirds vote of the members present and voting provided that written notice of the proposed amendment shall have been given to the members of this PTA/PTSA at least thirty (30) days prior to the meeting at which the amendment is voted upon, that a quorum has been established, and that the amendment is then sent to the Utah PTA for approval.
- b. After approval by a two-thirds vote at a general membership meeting of this PTA/PTSA, six (6) copies of all amendments or revisions shall be sent to the Utah PTA for approval.

Section 2. The adoption of an amendment to any provision of the bylaws of the Utah PTA identified by a single star shall serve automatically and without the requirement of further action by this PTA/PTSA to amend correspondingly the bylaws of this PTA/PTSA. Notwithstanding the automatic character of the amending process, this PTA/PTSA shall promptly incorporate such amendments into its bylaws.

Endnotes

- ¹ The official name of your local is (your school name) PTA or PTSA (for example, Main Street Elementary PTA or Main Street High PTSA). "PTA" or "PTSA" must be included in your name on all of your records and correspondence.
- ² The membership roster shall NOT be released to outside individuals, groups, companies, etc.
- ³ A two-year term is recommended for stronger leadership in this PTA/PTSA.
- ⁴ An individual shall be elected to no more than one Utah PTA Board position, or one region office, or one council office, or one local PTA/PTSA office at a time.
- ⁵ It is recommended that the principal not serve on the nominating committee but act as a consultant to it.
- ⁶ The annual meeting is the last general membership meeting of the school year.
- ⁷ Recommended financial reconciliation procedures are included in the Utah PTA Handbook and Treasurer Handbook and on the Utah PTA Website at www.utahpta.org. A reconciliation of the treasurer'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. See Robert's Rules of Order Newly Revised, pages 477-480.

⁸ It is suggested that the quorum be set to reflect the number of people who could reasonably be expected to attend any general membership meeting. Ten (10) is the Utah PTA minimum.

⁹ The number of council delegates is designated in your council bylaws.