

**BYLAWS OF THE NEBRASKA PARENT TEACHER ASSOCIATION**  
**May 1, 2018**

**ARTICLE I – NAME**

The name of this organization is the Nebraska Congress of Parents and Teachers, hereafter known as Nebraska PTA, a branch of the National Congress of Parents and Teachers (the “National PTA”), a not-for-profit corporation under the laws of Nebraska (Nebraska Non-Profit Corporation Act, Chapter 21, Article 19).

**ARTICLE II – PURPOSES**

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

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

**Section 2.** The purposes of the PTA are promoted through advocacy and education in collaboration with parents, families, teachers, educators, students, and the public; developed through conferences, committees, projects and programs; and governed and qualified by the basic principles 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(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code (referred to as “Internal Revenue Code”).

**ARTICLE III – BASIC POLICIES**

The following are basic policies of the Nebraska PTA:

- a. The organization shall be noncommercial, nonsectarian, and nonpartisan.
- b. The organization shall work with the schools and community to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities.
- c. The organization shall work to promote the health and welfare of children and youth and shall seek to promote collaboration between parents, schools, and the community.
- d. 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 individuals except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof.
- e. Notwithstanding any other provision of the articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization, exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (ii) by an organization, contribution to which are deductible under Section 170(c)(2) of the Internal Revenue Code.
- f. Upon dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundations, or organizations which have established their tax exempt status under Section 501(c)(3) of the Internal Revenue Code and whose purposes are in accordance with PTA.
- g. 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 office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.

**ARTICLE IV – CONSTITUENT ORGANIZATIONS**

**Section 1.** The constituent organizations of Nebraska PTA include:

- a. Councils organized in a school district, city, county or geographic area under the authority of the Nebraska PTA, and
- b. Local PTAs (Parent Teacher Associations) or PTSAs (Parent Teacher Student Associations) organized under the authority of the Nebraska PTA.

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

**Section 3.** The purposes and basic policies of the Nebraska PTA shall be the purposes and basic policies of each constituent or-

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ganization.

**Section 4.** Each constituent organization shall adopt bylaws for the governance of the organization. The bylaws of each constituent organization shall include provisions stated in the standard bylaws provided for units and shall not be in conflict with the bylaws of the National PTA and Nebraska PTA. Proposed bylaws will be approved by the Nebraska PTA.

**Section 5.** Councils shall not legislate for local units.

**Section 6.** There shall be no proxy voting by any constituent organization of the Nebraska PTA.

**Section 7.** Each constituent organization shall purchase Liability, Bonding and Directors, and Officer Liability insurance annually from the carrier provided by the Nebraska PTA. Each constituent unit shall pay the insurance carrier directly.

**ARTICLE V – MEMBERS AND DUES**

**Section 1.** Every individual who is a member of a local PTA is a member of the National PTA and the Nebraska PTA by which such local PTA is chartered and is entitled to all the benefits of such membership.

**Section 2.** Membership in PTA shall be made available without regard to race, color, creed, or national origin to any individual who subscribes to the purposes and basic policies of the PTA.

**Section 3.** Each member of a local PTA shall pay annual dues as may be determined by the organization. The amount of the dues shall include the portion payable to the Nebraska PTA, as determined by the Nebraska PTA, and the portion payable to National PTA, as determined by National PTA.

**Section 4.** The annual expiration date for membership in the Nebraska PTA shall be October 31.

**Section 5.** Each local PTA/PTSA shall send the national and state portions of the dues and the name of each individual member in the local PTA/PTSA to the Nebraska PTA monthly.

**ARTICLE VI – PROVISIONS FOR SERVICE IN THE NEBRASKA PTA GOVERNANCE STRUCTURE.**

**Section 1.** Only members of a local Nebraska PTA/PTSA shall be eligible to be elected or appointed to a position in the governance of the Nebraska PTA.

**Section 2.** Members who have served on the Nebraska PTA Board of Directors may be eligible for nomination or election to office.

**Section 3.** PTA knowledge, diversity, and professional expertise shall be guiding principles when making nominations or appointments.

**Section 4.** Only those who have consented to serve shall be nominated or appointed.

**Section 5.** An individual must serve on the Nebraska PTA Board of Directors at least one (1) year prior to election to the office of President.

**Section 6.** A council president whose term of office has more than six (6) months remaining shall not be eligible for election as an officer of the Nebraska PTA.

**Section 7.** A member shall not serve as a voting member in Nebraska PTA's governance structure while serving as a paid employee of, or under contract to, Nebraska PTA.

**Section 8.** No one shall serve more than one (1) term in the same position unless otherwise permitted in these bylaws.

**Section 9.** Those failing to meet the qualifications or to fulfill the responsibilities of their position shall be removed according to the policies of the Nebraska PTA Board of Directors.

**ARTICLE VII – OFFICERS AND THEIR ELECTION**

**Section 1.** The officers of the Nebraska PTA shall be:

- a. President;
- b. Vice President;
- c. Secretary; and
- d. Treasurer.

**Section 2.** Officers shall be elected at the annual convention by the voting body.

- a. The President and Vice President shall be elected in the odd-numbered years;
- b. The Secretary and the Treasurer shall be elected in the even-numbered years; and

**Section 3.** The Board Development and Nominating Committee shall be responsible for nominating one candidate for each elective office. The committee shall:

- a. Report its nominees for office to the Nebraska PTA Board of Directors, local PTAs/PTSAs and councils at least thirty (30) days prior to the opening date of the annual convention.

b. Report the nominees to the convention at the first business meeting. Nominations may be made from the floor following the committee report. Nominees from the floor must have given written notification of their intent to run to the Nebraska PTA President ten (10) business days prior to the date of the annual state convention.

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**Section 4.** The vote shall be conducted by ballot and a majority vote shall elect. When there is only one (1) candidate for any office, that election may be held by voice vote.

**Section 5.** The provisions for eligibility for office are described in Article VI.

**Section 6.** Officers shall assume their duties immediately following the Nebraska PTA Convention at which they are elected. The President and Vice President shall serve only one term of two (2) years or until the election of their successor. The treasurer and secretary shall be eligible to serve two (2) terms of two (2) years consecutively, or until the election of their successor.

**Section 7.** Vacancies shall be filled as follows:

a. In case of a vacancy in the office of President, the Vice President shall become President and shall hold office for the balance of the term.

b. A vacancy in the offices of Vice-President, secretary, and treasurer shall be filled for the unexpired term by a person elected by the Board of Directors with at least a 10 day notice prior to the meeting. The vote shall be by ballot, unless there is only one (1) candidate for the vacancy, then the election may be held by voice vote. A majority shall be required for election.

**ARTICLE VIII – DUTIES OF OFFICERS**

**Section 1.** The President shall:

- a. Serve as chief executive officer of the organization;
- b. Preside at meetings of the Board of Directors, Executive Committee and annual convention;
- c. Serve as ex-officio member of all committees except the Board Development and Nominating Committee;
- d. Have general charge and supervision of the business and affairs of the organization subject to the powers vested in the Board of Directors and the Executive Committee;
- e. Appoint standing committee chairs for approval of the Executive Committee at its meeting held in conjunction with the Post-Convention Board of Directors Meeting in odd-numbered years, after consideration of the recommendations made by the Board Development and Nominating committee.
- f. Appoint members to all standing and special committees except Board Development and Nominating Committee and Executive Committee;
- g. Appoint and determine the duties and areas of responsibility of consultants and advisors, subject to the approval of the Executive Committee;
- h. Determine the duties and areas of responsibility of the Immediate Past-President;
- i. Establish special committees;
- j. Serve as a member of the National Constituent Association Advisory Council (“NCAAC”). If the current state president is unable to attend, the state president-elect, vice-president, or a current elected officer designee may represent the president. and
- k. Perform other duties as may be assigned by the members meeting at Convention, Board of Directors, Executive Committee, or are applicable to presidents of nonprofit corporations organized under the laws of the State of Nebraska.
- l. Assist successor with duties as transitioning into role of president the first sixty (60) days, as requested.

**Section 2.** The Vice President shall:

- a. Serve as a member of the Board of Directors, Executive Committee, and
- b. Perform the duties and exercise the powers of the President in the absence or inability of the president to act for the organization; and
- c. Not serve on the Board Development and Nominating Committee.
- d. Perform other duties as may be assigned by the members meeting at Convention, the Board of Directors, Executive Committee, President, or as applicable to the officers of nonprofit corporations organized under the laws of the State of Nebraska.
- e. Serve as the Extension Liaison

**Section 3.** The secretary shall:

- a. Serve as a member of the Board of Directors and Executive Committee;
- b. Convene the meeting in the absence of the President and the President-elect and conduct the election of the president pro tem;
- c. Prepare the minutes, including recording all votes, of the proceedings of the annual conventions, Board of Directors, and Executive Committee meetings and for any other committee of the Board of Directors when required;
- d. Cause notice to be given of all annual conventions, meetings of the Board of Directors, the Executive Committee and any other notices or communications that may be required by the Board of Directors or these bylaws; and
- e. Perform other duties as may be assigned by members meeting at Convention, the Board of Directors, Executive Committee, and President or as are applicable to officers of nonprofit corporations organized under the laws of the State of Nebraska.

**Section 4.** The Treasurer shall:

- a. Serve as a member of the Board of Directors and the Executive Committee;
- b. Keep full and accurate account of receipts and disbursements belonging to the Nebraska PTA;
- c. Deposit, or cause to be deposited, all moneys and other valuable effects in the name and to the credit of the organization in

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such depositories as may be designated by the Board of Directors;

d. Disburse the funds of the organization as authorized in the approved budget or as approved by the Board of Directors or Executive Committee;

e. Render to the President and the Board of Directors at the regular meetings of the board and whenever they may require it, an account of all financial transactions and of the financial condition of the organization;

f. Serve as chair of the Budget Committee;

g. Prepare or cause to be prepared an annual financial report and provide materials for the audit/review at the end of the fiscal year; and

h. Submit Treasurer's Annual Report to the Board of Directors at least two (2) weeks prior to Annual Convention to be presented at annual State Convention for members' review.

i. Perform other duties as may be assigned by the members meeting at Convention, Board of Directors, Executive Committee, and President or as are applicable to officers of nonprofit corporations organized under the laws of the State of Nebraska.

**Section 5.** The officers of the organization shall deliver to their successors all books, records, and documents held in their possession by virtue of their office within one (1) month after leaving the office.

**ARTICLE IX – BOARD OF DIRECTORS**

**Section 1.** The affairs of the Nebraska PTA shall be managed by the Board of Directors.

**Section 2.** The members of the Board of Directors shall be the:

- a. President;
- b. Vice President;
- c. Secretary;
- d. Treasurer;
- e. Immediate Past President (as ex-officio member);
- f. Consultants;
- g. Advisors;
- h. Standing Committee Chairs;

**Section 3.** Consultants and advisors are appointed by the President to bring a particular knowledge-based skill set or diversity to the Board of Directors.

a. Consultants will be approved by the Executive Committee. They will be voting members of the Board of Directors and will be counted in the quorum.

b. Advisors are responsible for providing information; their attendance shall be approved by the Board at the beginning of its meeting; they are not voting members of the Board of Directors and will not be counted in the quorum.

c. Council Presidents or their alternates are responsible for providing information; they are not voting members of the Board of Directors and will not be counted in quorum.

**Section 4.** The Board of Directors shall:

- a. Have authority over the affairs of the Nebraska PTA;
- b. Establish organizational policy;
- c. Determine the scope of the work of the standing committees;
- d. Create standing and special committees;
- e. Approve the plan of work of standing and special committees;
- f. Adopt an annual budget;
- g. Approve the hiring and salary for staff based upon the recommendations of the Executive Committee;
- h. Review and act on report and recommendations of committees and staff;
- i. Receive and act upon the proposed Nebraska PTA legislation program based upon the recommendation of the Legislative Committee; rec-
- j. Elect at-large members to the Executive Committee and fill vacancies occurring among those positions on the Executive Committee;
- k. Elect the Board Development and Nominating Committee and fill vacancies which may occur;
- l. Conduct the annual convention; and
- m. Cancel the annual convention, in the event of an emergency, and conduct the business of the Nebraska PTA during the emergency according to the plan of the Executive Committee. Ne-

**Section 5.** Regular meetings of the Board of Directors shall be held at least three (3) times during each calendar year, and at other times as determined by the Executive Committee.

**Section 6.** Notice of the date, time, and place of each regular meeting shall be given in writing to each member of the Board of

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Directors at least thirty (30) days prior to the date of the meeting.

**Section 7.** Special meetings of the Board of Directors may be called by the President, or by the Vice President, or secretary when directed by written request of the number of members necessary to constitute a quorum of the Board of Directors, or upon written request of five (5) members of the Executive Committee. The written request will be sent to the President who will direct the secretary to provide three (3) days written notice to each member of the Board of Directors announcing the date, time, place, and purpose and/or agenda of the special meeting. Special meetings may be conducted by conference call, teleconference, or other electronic media as permitted by applicable law.

**Section 8.** A quorum of the Board of Directors shall be a majority of the members of the Board then in office.

**Section 9.** Members of the Board of Directors shall be covered by Liability, Directors and Officers Liability, and Bonding insurance purchased by the Nebraska PTA.

**ARTICLE X – EXECUTIVE COMMITTEE**

**Section 1.** There shall be an Executive Committee of the Nebraska PTA consisting of the:

- a. President;
- b. Vice President;
- c. Secretary;
- d. Treasurer; and
- e. Four (4) additional members elected by the Board of Directors from its own membership at the Post-Convention Board of Directors Meeting.
  1. Two (2) members will be elected in even-numbered years and
  2. Two (2) will be elected in the odd-numbered years.

**Section 2.** Members shall serve a two (2) year term unless their membership on the Board of Directors terminates, but no more than one (2) consecutive terms.

**Section 3.** Regular meetings of the Executive Committee shall be held at least four (4) times each year; the first within thirty (30) days of the Nebraska PTA Convention to approve the President's nominations of committee chairs.

**Section 4.** The date, time, and place of regular meetings of the Executive Committee shall be determined by the President. Notice of the date, time, and place of each regular meeting shall be given in writing to each member of the Executive Committee at least thirty (30) days prior to the date of the meeting.

**Section 5.** Special meetings of the Executive Committee may be called by the President or upon written request of five (5) of its members, ten (10) days written notice of date, time, place, and purpose and/or agenda shall be provided to each member of the Executive Committee.

**Section 6.** A majority of the members of the Executive Committee in office shall constitute a quorum.

**Section 7.** Vacancies occurring in the Executive Committee except for President and Vice President shall be filled by the Board of Directors.

**Section 8.** The Executive Committee shall:

- a. Exercise the power of the Board of Directors in the management of the Nebraska PTA between meetings of the Board of Directors when, in its judgment, immediate action is required;
- b. Transact business referred to it by the President or the Board of Directors;
- c. Approve the program for the annual convention of the Nebraska PTA based upon the recommendations of the Convention Management Committee;
- d. Plan procedure for conducting all necessary business by mail, including the election of officers, and set the time and place for one (1) Board of Directors meeting;
- e. Approve the President's nominations for chairs of the standing committees and fill vacancies;
- f. Approve the President's appointment of consultants and advisors;
- g. Review the plans of work of the committees and supervise the implementation of those programs approved by the Board of Directors;
- h. Formulate and submit to the Board of Directors such recommendations as it may deem advisable;
- i. Approve the annual financial audit of the organization by an independent certified public accountant upon recommendation of the Budget Committee;
- j. Appoint three (3) Board members to oversee election activities at the annual convention;
- k. Report to the Board of Directors at each of the Board meetings;
- l. Advise and make recommendations to the Board of Directors regarding the employment of staff; and
- m. Approve appointment of delegates to National PTA Convention based upon requirements in those bylaws.

**ARTICLE XI – COMMITTEES**

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**Section 1.** The following shall be the standing committees of Nebraska PTA:

- a. Board Development and Nominating;
- b. Budget;
- c. Bylaws;
- d. Convention Management;
- e. Communications and marketing;
- f. Cultural Arts;
- g. Health and Safety;
- h. Legislative;
- i. Membership;
- j. Family Engagement;
- l. Scholarship Management; and
- m. Training

**Section 2.** The committee shall be elected by the Board of Directors, at the first meeting of the Board of Directors following the convention.

**Section 3.** If a vacancy occurs in a standing committee chairmanship, the Executive Committee shall appoint a person for the unexpired term from nominees presented by the President.

**Section 4.** Members of standing committees will be appointed by the President who shall have considered recommendations of the standing committee chair and/or the Board Development and Nominating Committee and are eligible to serve more than one term at the Winter Meeting of the Board of Directors following appointment of the chairs.

**Section 5.** In addition to these committees, the President or the Board of Directors may establish additional standing committees, which shall be added by amending the bylaws at the next convention. These standing committees shall have such authority as may be delegated to them by the President or Board of Directors. The chair will be nominated by the President and appointed by the Executive Committee. Members of these additional standing committees shall be appointed by the President.

**Section 6.** The Executive Committee or Board of Directors may establish special committees as needed. The special committee chair will be nominated by the President and appointed by the Executive Committee. The President will appoint members if the special committees came into existence in this manner.

**ARTICLE XII – BOARD DEVELOPMENT AND NOMINATING COMMITTEE**

**Section 1.** The Board Development and Nominating Committee shall consist of at least (3) members. The committee shall elect its own chair.

**Section 2.** The committee shall be elected by the Board of Directors, at the first meeting of the Board of Directors after the convention, shall serve a term of two (2) years, and may serve more than one (1) term.

- a. Two (2) members will be elected in odd-numbered years and
- b. One (1) will be elected in even-numbered years.
- c. The vote shall be conducted by ballot and a plurality vote shall elect.
- d. The election may be held by voice vote when there are an equal number of candidates as the number of open positions.

**Section 3.** The Committee shall elect a chair at its first meeting each year following the Convention.

**Section 4.** A vacancy on the Committee shall be filled by the Board of Directors.

- a. The vote shall be by ballot and a plurality vote shall elect.
- b. The election may be by voice vote when there is only one (1) candidate for a vacancy.

**Section 5.** The Board Development and Nominating Committee shall:

- a. Identify characteristics and skill sets needed for leadership of the Nebraska PTA to accomplish the work of the organization;
- b. Evaluate, screen, and nominate one (1) eligible candidate for each of the following offices or positions:
  1. President (two [2] year term) in odd-numbered years;
  2. Vice President (two [2] year term) in odd-numbered years;
  3. Secretary (two [2] year term) in even-numbered years; and
  4. Treasurer (two [2] year term) in even-numbered years.
- c. Advise the President on appointment of committee chairs and committee members; and
- d. Recommend continuing education to enhance leadership development for the organization.

**ARTICLE XIII – BUDGET COMMITTEE**

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**Section 1.** The Budget Committee shall consist of at least three (3) members including the chair. The past treasurer will serve as a committee member.

**Section 2.** The committee chair shall be the treasurer. The chair shall serve for the duration of that term as treasurer.

**Section 3.** Committee members shall be appointed by the President at the Winter Meeting of the Board of Directors in the odd-numbered years. Members shall serve a term of two (2) years and may serve more than one (1) term.

**Section 4.** The committee shall:

- a. Prepare and submit an annual budget for approval by the Board of Directors at the Board of Directors meeting prior to the end of the fiscal year;
- b. Prepare materials for the annual audit of the financial accounts; and
- c. Recommend to the Executive Committee an independent certified public accountant to audit the accounts of the organization.

**ARTICLE XIV – BYLAWS AND POLICY COMMITTEE**

**Section 1.** The Bylaws Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

- a. The chair shall serve a term of two (2) years, unless their membership on the Board terminates, but no more than two (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following appointment of chairs.

- a. Members shall serve the term of the President and
- b. Members may serve more than one term.

**Section 4.** The committee shall make a comprehensive study of the Nebraska PTA Bylaws and the Policy and Procedure Handbook every two years (or as needed) and may propose amendments for consideration by the Board of Directors.

**Section 5.** The committee shall submit a revision of the bylaws when authorized by the Executive Committee or the Board of Directors.

**Section 6.** All constituent organization bylaws and amendments are subject to approval of the Nebraska PTA Bylaws Chair or Committee of Bylaws.

- a. The local PTA/PTSA and Council bylaws are to be approved at least once every four (4) years.
- b. Two (2) copies of the bylaws, and any amendments adopted by a local PTA/PTSA or Council, shall be sent to the Bylaws Committee Chair for approval.

**Section 7.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Summer Meeting.

**ARTICLE XV – COMMUNICATIONS AND MARKETING COMMITTEE**

**Section 1.** The Communications and Marketing Committee shall consist of at least three (3) members including the chair. The Newsletter Editor shall be a member of this committee.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

- a. The chair shall serve a two (2) year term and
- b. The chair may serve no more than two (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at the Winter Meeting of the Board of Directors in the odd-numbered years.

- a. Members shall serve the term of the President and
- b. Members may serve more than one term.

**Section 4.** The committee shall plan, organize, implement, and evaluate the organization's communications and marketing strategies with Board of Directors' approval.

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Summer Meeting.

**ARTICLE XVI – CONVENTION MANAGEMENT COMMITTEE**

**Section 1.** The Convention Management Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

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- a. The chair shall serve a two (2) year term and
- b. The chair may serve no more than two (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following appointment of chairs.

- a. Members shall serve the term of the President and
- b. Members may serve more than one term.

**Section 4.** The committee shall plan, organize, implement, and evaluate the annual Nebraska PTA Convention with the approval of the Board of Directors.

**Section 5.** The Convention Management Committee will present the program for the annual convention to the Executive committee for approval at least sixty (60) days prior to the opening of convention.

**Section 6.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its meeting following convention.

### **ARTICLE XVII – CULTURAL ARTS COMMITTEE**

**Section 1.** The Cultural Arts Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

- a. The chair shall serve a two (2) year term and
- b. The chair may serve no more than two (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following appointment of chairs.

- a. Members shall serve the term of the President and
- b. Members may serve more than one term.

**Section 4.** The committee shall plan, organize, implement, and evaluate the Nebraska PTA *Reflections*® program and other projects or programs supporting cultural arts in education.

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Spring Meeting.

### **ARTICLE XVIII – HEALTH AND SAFETY COMMITTEE**

**Section 1.** The Health and Safety Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

- a. The chair shall serve a two (2) year term and
- b. The chair may serve no more than two (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following the appointment of chairs.

- a. Members shall serve the term of the President and
- b. Members may serve more than one term.

**Section 4.** The Committee shall

- a. Represent the Nebraska PTA at collaborative organizations, evaluate issues and make recommendation(s) to the Board of Directors; and rec-
- b. Plan, organize, implement, and evaluate programs approved by the Board of Directors pertaining to the health and safety of children and youth. the health and

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Summer Meeting.

### **ARTICLE XIX – LEGISLATIVE COMMITTEE**

**Section 1.** The Legislative Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

- a. The chair shall serve a two (2) year term and
- b. The chair may serve no more than two (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following the appointment of chairs .

- a. Members shall serve the term of the President and



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b. Members may serve more than one term.

**Section 4.** The Committee shall:

a. Represent the Nebraska PTA at the state legislature, at collaborative organizations, evaluate issues and make recommendations to the Board of Directors; and

b. Plan, organize, and implement advocacy programs approved by the Board of Directors pertaining to legislative issues affecting children and youth at all governmental levels.

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Summer Meeting.

**ARTICLE XX – MEMBERSHIP COMMITTEE**

**Section 1.** The Membership Committee shall consist of at least three (3) members including the chair. The Extension Liaison is a member of this committee.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

a. The chair shall serve a two (2) year term and

b. The chair may serve no more than (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following appointment of chairs.

a. Members shall serve the term of the President and

b. Members may serve more than one term.

**Section 4.** The Membership Committee shall develop membership strategies and evaluate effectiveness of membership growth and development practices.

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Summer Meeting.

**ARTICLE XXI – FAMILY ENGAGEMENT COMMITTEE**

**Section 1.** The Parent Involvement Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

a. The chair shall serve a two (2) year term and

b. The chair may serve no more than (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following appointment of chairs.

a. Members shall serve the term of the President and

b. Members may serve more than one term.

**Section 4.** The Committee shall:

a. Represent the Nebraska PTA at collaborative organizations, evaluate issues and make recommendations to the Board of Directors; and

b. Plan, organize, and implement programs approved by the Board of Directors pertaining to family engagement.

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Summer Meeting.

**ARTICLE XXII – SCHOLARSHIP COMMITTEE**

**Section 1.** The Scholarship Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

a. The chair shall serve a two (2) year term and

b. The chair may serve no more than (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following appointment of chairs.

a. Members shall serve the term of the President and

b. Members may serve more than one term.

**Section 4.** The Committee shall plan, organize, implement, and evaluate the Nebraska PTA Scholarship Program with the Board of Directors' approval.

## **BYLAWS OF THE NEBRASKA PARENT TEACHER ASSOCIATION**

**May 1, 2018**

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Summer Meeting.

### **ARTICLE XXII – TRAINING COMMITTEE**

**Section 1.** The Travel Training Committee shall consist of at least three (3) members including the chair.

**Section 2.** The committee chair shall be nominated by the President and appointed by the Executive Committee at its Post-Convention Meeting in the odd-numbered years.

- a. The chair shall serve a two (2) year term and
- b. The chair may serve no more than (2) consecutive terms.

**Section 3.** Committee members shall be appointed by the President at any meeting of the Board of Directors following appointment of chairs.

- a. Members shall serve the term of the President and
- b. Members may serve more than one term.

**Section 4.** The Committee shall plan, organize, evaluate, and implement field training with Board of Directors at the Spring meeting.

**Section 5.** The Committee shall prepare and present a summary report, including expenditures, and program evaluation to the Board of Directors at its Winter Meeting.

### **ARTICLE XXIV – ANNUAL CONVENTION**

**Section 1.** Within 120 days prior to the National PTA Convention. The Nebraska PTA Convention shall convene annually within the state of Nebraska at a location and time determined by the NE PTA Board of Directors upon recommendation of the Convention Management Committee.

**Section 2.** Notice of the time and place of each annual convention shall be sent to the Board of Directors and unit presidents not less than thirty (30) days prior to the date of the convention.

**Section 3.** The voting body of the Nebraska PTA at the annual convention shall consist of:

- a. Members of the Board of Directors;
- b. President or alternate from each PTA/PTSA unit in good standing;
- c. Each local PTA/PTSA shall be entitled to one (1) delegate per twenty-five (25) members, or major fraction thereof, as shown in the records of the treasurer as of March 31<sup>st</sup> preceding the annual convention, and as accredited by the local PTA; and
- d. Each local PTA/PTSA having fewer than twenty-five (25) members shall be entitled to send one (1) delegate in addition to their president, as shown in the records of the treasurer as of March 31<sup>st</sup> preceding the annual convention, and as accredited by the local PTA.

**Section 4.** Each voting delegate shall be a member from a local PTA/PTSA unit in good standing or on intervention.

**Section 5.** Only members of the voting body at the annual convention have the right to introduce motions, participate in debate, or vote at the annual convention.

- a. There shall be no proxy voting.

b. Nebraska PTA members who are not part of the voting body shall be entitled to attend the annual convention upon payment of a registration fee in an amount determined by the Convention Management Committee and approved by the Board of Directors.

**Section 6.** Twenty-five (25) voting delegates shall constitute a quorum.

**Section 7.** The Board of Directors, by a two-thirds (2/3) vote of its members, may cancel or postpone any annual convention when it deems such action to be required by the existence of national emergency, epidemic, or other disaster. The President may take such action alone after polling the members of the Board of Directors to the extent reasonably possible. Any annual convention scheduled to be held during the existence of a civil defense emergency declared by the President of the United States or concurrent resolution of the Congress of the United States shall automatically be cancelled. During the existence of any such civil defense emergency, the Board of Directors may adopt such measures for the conduct of the affairs of the Nebraska PTA as it may deem to be required, without regard to the restrictions of the Nebraska PTA bylaws.

**Section 8.** In the event the annual convention is cancelled, one (1) meeting of the Board of Directors shall be held to take the place of the Pre- and Post-Convention Meetings. The time and place shall be established by the Executive Committee. All business assigned to these two (2) meetings shall be transacted at this meeting.

### **ARTICLE XXV – NATIONAL CONVENTION**

**BYLAWS OF THE NEBRASKA PARENT TEACHER ASSOCIATION**

**May 1, 2018**

**Section 1.** The Nebraska PTA shall send the following delegates to the National PTA Annual convention:

- a. The President or National Constituent Association Advisory Council (NCAAC) representative; and
- b. Five (5) delegates plus one (1) per one thousand (1000) members or major fraction thereof, for the Nebraska PTA, as shown in the records of the Secretary-Treasurer of the National PTA as of March 31st preceding the annual convention. Each delegate shall be a member in good standing of the Nebraska PTA.

**Section 2.** The Nebraska PTA delegates shall be approved by the Executive Committee.

**ARTICLE XXVI – NEBRASKA PTA STATE OFFICE**

**Section 1.** The Nebraska PTA state office shall be maintained and supervised by the President.

**ARTICLE XXVII – FISCAL YEAR AND AUDIT**

**Section 1.** The fiscal year shall begin on May 1<sup>st</sup> and end the following April 30<sup>th</sup>.

**Section 2.** The accounts shall be reviewed annually by the Budget Committee.

**Section 3.** The annual report of the Budget Committee shall be presented to the Board of Directors following its completion.

**ARTICLE XXVIII – PARLIMENTARY AUTHORITY**

**Section 1.** These rules contained in the current edition of *Robert’s Rules of Order, Newly Revised* shall govern the Nebraska PTA in all cases in which they are applicable and in which they are not in conflict with the Nebraska PTA Bylaws, special rules of order, or the Articles of Incorporation.

**ARTICLE XXIX – AMENDMENTS**

**Section 1.** These bylaws may be amended at the annual convention by two-thirds (2/3) vote provided that the following requirements have been met:

- a. The amendment(s) shall have been proposed by the Bylaws Committee or by the Executive Committee and approved by the Board of Directors; and
- b. Amendment(s) shall have been mailed to the Board of Directors and local unit presidents not less than thirty (30) days prior to the date of the annual convention.

**Section 2.** The Executive Committee or the Board of Directors, by a majority vote, may authorize the Bylaws Committee to submit a revised set of bylaws as a substitute for the existing bylaws.

**Section 3.** Amended or revised bylaws take effect immediately upon their approval unless a proviso is adopted to determine time to enact a particular article/section.

**Section 4.** The adoption of an amendment to any provision of the Bylaws of the National PTA shall serve automatically and without requirement of further action by the State PTA to amend correspondingly the bylaws of the state. Notwithstanding the automatic character of the amending process, this State shall promptly incorporate such amendments into its Bylaws.

Adopted \_May 1, 2018

Signature \_\_\_\_\_Jennifer Doll-Fowler\_\_\_\_\_, President

Signature \_\_\_\_\_Patricia Pietryga\_\_\_\_\_, Secretary