

Summary of Changes to the Bylaws

Article II - Objectives

- A sentence has been added that references the necessary communication with the Principal, as outlined in the Chancellor's Regulations.

Article III - Membership

- In Section 1 Eligibility, language has been added to clarify that non-custodial parents, teachers, and non-supervisory school staff may be members of the PTA, provided that they cannot serve as officers or committee members. (This is consistent with the Chancellor's Regulations.)

Article IV - Officers

- In Section 2. Term of Office and Term Limits, language has been added to clarify the term limits for officers.
- In Section 3.8 School Leadership Team (SLT) Membership, language has been added to clarify how the executive board determines which co-president will serve on the SLT.
- In Section 4 Election of Officers and School Leadership Team Parent Members, language has been added to reference the election of parent members of the SLT.
- In Section 4.2 Election Meetings, language has been added to be clear that officers may not be elected at "hybrid" meetings (that is, meetings which are held both in person and virtually), consistent with the revised Chancellor's Regulations.
- In Section 4.3 Notices, language has been added to provide more detail about the requirements for providing notice of meetings, including that notice must indicate whether they will be held in person or virtually.
- In Section 4.5, Contested Elections and the Use of Ballots, more detail is provided regarding election proceedings, including detail about the use of ballots when more than one person is running for an office, and record-keeping of electronic ballots when voting is done at a virtual meeting.
- In Section 4.6 Uncontested Elections, language has been added regarding the requirement of using the polling feature on the virtual platform, when voting is done at a virtual meeting.
- In Section 6, June Transfer of Record, more detail is provided regarding recordkeeping requirements.
- In Section 7 Certification of the Election, more detail is provided regarding the principal's role in certification of officer elections.

Article V - Executive Board

- A new provision, Section 6 Officer Contact Information, has been added setting out requirements regarding contact information for the PTA's officers.

Article VI - Meetings

- In Section 1 General Membership Meetings, language has been added regarding the requirement that the executive board set a meeting schedule to maximize attendance and participation; that meetings be open to the general public; and that meeting notices be posted at the school. Also, a new provision has been added permitting meetings to be virtual, or in person, or a hybrid (both in person and virtual).
- In Section 3 Quorum, language has been added to reflect the requirement that an executive board member must be present in person, for a hybrid meeting to go forward.

Also, language has been added regarding the permissible scope of a meeting when a quorum is not present.

- In Section 4 Minutes, language has been added regarding when minutes must be taken, and the requirement to maintain the recordings of virtual and hybrid meetings.

Article VIII - Financial Affairs

- In Section 3 Budget, new provisions have been added with detail regarding the requirements regarding handling cash, receiving funds donated to the PTA, documentation of donations and expenditures, and reimbursement of expenditures by members.
- A new provision, Section 4 Banking, has been added, detailing the requirements and restrictions concerning the PTA's banking practices that are set out in the Chancellor's Regulations.
- In Section 5 Audit, language has been added regarding the necessity of performing an internal audit when there is a change in the person holding the office of treasurer, and the option of engaging an outside professional to perform the audit, consistent with the Chancellor's Regulations.
- In Section 6 Financial Accounting, language describing the types of financial records that must be kept on the school premises has been added.

Article XIII - Compliance with the Chancellor's Regulations

- This is a new provision that makes clear that the Chancellor's Regulations govern the PTA, and that the bylaws must be read to conform to them, in the event of any conflict.