BYLAWS
TENNESSEE CONGRESS OF PARENTS AND TEACHERS, INC.

ARTICLE I: NAME

The name of this organization is the Tennessee Congress of Parents and Teachers, Incorporated. It is also commonly known, and will be referred to in these bylaws, as “Tennessee PTA.”

#ARTICLE II: PURPOSES

Section 1. 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 an advocacy and educational program directed toward parents, teachers, and the general public; developed through conferences, committees, projects, and programs; and governed and qualified by the basic policies set forth in Article III.

Section 3. The organization is organized exclusively for the charitable, scientific, literary, or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code (hereinafter “Internal Revenue Code”)

#ARTICLE III: BASIC POLICIES

Section 1. The organizational policies shall be:

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 at large.

Section 2. The non-profit compliance policies shall be:

a. 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 persons 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.

b. Notwithstanding any other provision of these articles, the organization shall no carry on any income tax under Section 501(c)(3) of the Internal Revenue Code or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code. Upon the dissolution of the 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 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 National PTA.

c. The organization or members in their official capacities shall not, directly or indirectly, participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office, or devote more than an insubstantial part of its activities to attempting influence legislation by propaganda or otherwise.

#ARTICLE IV: CONSTITUENT ORGANIZATIONS

Section 1. The Constituent organizations of Tennessee PTA include:

a. Local PTAs (Parent Teacher Associations) or PTSAs (Parent-Teacher-Student Associations) organized under the authority of the Tennessee PTA;

b. Council PTAs/PTSAs organized under the direct authority of Tennessee PTA;

c. Region PTAs/PTSAs organized under the direct authority of the Tennessee PTA; and

d. Tennessee at Large Local Unit (TALL).

Section 2. The Tennessee PTA shall determine the criteria for establishing constituent organizations and setting standards for continuing affiliation with the Tennessee PTA and National PTA.

Section 3. Each constituent organization shall adopt such bylaws for the governance of the organization as may be approved by the Tennessee PTA. Such bylaws shall not be in conflict with the Tennessee PTA Bylaws or the National PTA Bylaws.
Section 4. Bylaws of each constituent organization shall include an article on amendments.

Section 5. Each officer or board member of a constituent organization shall be a member of a local PTA within its area.

Section 6. A PTA member shall not serve as a voting member of a constituent organization’s board at the local, council, or region level while serving as a paid employee of, or under contract to, that constituent organization.

Section 7. Bylaws of each constituent organization shall include a provision establishing a quorum.

Section 8. The members of the nominating committee for officers of a constituent organization shall be elected by the general membership or the Board of Directors.

Section 9. The bylaws of all constituent organizations shall prohibit voting by proxy.

ARTICLE V: STATE PTA

Section 1. The Tennessee PTA is a self-governing organization with independent legal existence.

Section 2. The Tennessee PTA shall adopt such bylaws and other articles of organization as are in conformity with the National PTA Bylaws.

Section 3. The bylaws of the Tennessee PTA and all amendments hereto shall be submitted to the Committee on Bylaws of the board of directors of the National PTA.

Section 4. The Tennessee PTA shall provide appropriate procedures for the organization of local PTAs within its area. The Tennessee PTA may determine the membership year for the local PTAs in its area and prescribe the form and content of the bylaws or other articles of organizations of such local PTAs.

Section 5. The Tennessee PTA shall create or establish subsidiary organizations (regions) within its area to facilitate the administration of the affairs of the Tennessee PTA and for carrying out its programs and may prescribe the form and content of the bylaws or other articles of organization of such regions.

Section 6. The Tennessee PTA may create or establish councils in counties, cities, or other areas designated by its Board of Directors for the purpose of conference, leadership training, and coordination of the efforts of local PTAs and may prescribe the form and content of the bylaws or other articles of organization of such councils. The local PTAs that shall be eligible for
membership and participation in the work of any council shall be determined by the Tennessee
PTA. Councils shall not dictate to local PTAs.

Section 7. The Tennessee PTA is responsible for compliance by the local, council or region
PTAs within its area with the Tennessee PTA Bylaws and the National PTA Bylaws.

Section 8. The Tennessee PTA shall submit to the National PTA a report of its work and
activities for inclusion in the annual report of the National PTA.

Section 9. The Tennessee PTA shall keep such permanent books of account and records as shall
be sufficient to establish the items of gross income, receipts, and disbursements of the
organization, including, specifically, the number of local PTAs within its area, the national
portion of membership dues collected by such local PTAs, the amounts of such dues received by
the Tennessee PTA, and the amounts of dues remitted to the National PTA. Such books of
account and records, including those of controlled organizations, shall at all reasonable times be
open to inspection by an authorized representative of the National PTA.

ARTICLE VI: MEMBERS AND DUES

Section 1. Every individual who is a member of a local PTA is, by virtue of that fact, a
member of the Tennessee PTA and of the National PTA by which such local PTA is chartered,
and is entitled to all the benefits of such membership.

Section 2. Membership in each local PTA shall be made available by such local PTA, without
regard to race, color, creed, or national origin, under such rules and regulations, not in conflict
with the provisions of the National PTA Bylaws, as may be prescribed in the bylaws of the local
PTA, to any individual who subscribes to the Purposes and basic policies of the National PTA.

Section 3. Each local PTA shall conduct an annual enrollment of members but may admit
individuals to membership at any time.

Section 4. Each member of a local PTA shall pay annual dues as may be determined by the
local unit and shall include dues payable to the Tennessee PTA, and dues payable to National
PTA as determined by National PTA.

Section 5. The Tennessee PTA portion of each member’s dues shall be recommended by the
Board of Directors and approved by a two-thirds vote of the voting body at the Annual Meeting.

Section 6. All memberships received during the fiscal year ending June 30 shall expire no
later than the following October 31.
#Section 7. Each local unit membership chairman shall maintain an accurate list of members and shall furnish a copy to the local unit secretary. Member information shall be submitted to Tennessee PTA in the format prescribed by the Tennessee Board of Directors.

#Section 8. The treasurer of each unit shall make remittances to the state office for the amount of the state and national dues received by the established dates.

Section 9. There shall be a Tennessee-At-Large Local Unit for which the President-elect shall be responsible and shall serve as President. Membership dues shall be determined by the Tennessee PTA Board of Directors. This unit is for persons who have no children in school, children in a school with no local PTA/PTSA unit, or those who wish to support the work of the Tennessee PTA.

#Section 10. A Tennessee Life Achievement Award may be conferred upon a person for distinguished services. The fee for a Tennessee Life Achievement Award shall be a part of the Tennessee PTA Scholarship Fund. Life Achievement Award members may become active members upon payment of dues in a local PTA/PTSA.

#Section 11. A National PTA Life Achievement Award may be conferred upon a person for distinguished services upon payment of the fee determined by the National PTA Board of Directors which is made a part of the National Endowment fund. Those recipients may become active members upon payment of dues in a local PTA/PTSA.

Section 12. A Tennessee PTA Life Achievement Award can only be awarded by a local unit, area council, or the Tennessee PTA upon submission of the name of the honoree and payment of a fee. These awards cannot be a self-awarded purchase.

ARTICLE VII: OFFICERS AND THEIR ELECTION

Section 1. Officers

a. The elected officers of the Tennessee PTA shall be a President, a President-elect, a Vice President of Advocacy, a Vice President of Membership, a Secretary, and a Treasurer.

b. The elected officers shall be elected at the annual meeting by the voting body of the annual meeting in odd-numbered years for a term of two (2) years or until their successors are elected.

c. Officers shall be installed at the Annual Meeting at which they are elected and shall assume their duties on July 1 following their election.

Section 2. Eligibility Requirements

a. Only a member of a local unit in Tennessee shall be eligible to hold office in the Tennessee PTA. The nominee(s) shall have served at least one year as a committee chair
or officer in a local, council, or state PTA in any of the National PTA constituent associations.

b. The nominee for President-elect shall have served at least two (2) terms on the Tennessee PTA Board of Directors, or at least one term on the Tennessee PTA Board of Directors, and at least one term on the Board of Directors for another National PTA Congress. One of these terms shall be as an elected officer.

Section 3. Terms

a. No officer shall be eligible for two (2) consecutive terms in the same office, except the Secretary and Treasurer. The Secretary and Treasurer may serve no more than two (2) consecutive terms (4 years). No person shall serve on the Executive Committee in more than one elected capacity.

b. An officer having served more than half (1/2) of a term shall be credited with having served that complete term.

Section 4. The vote shall be conducted by ballot and a majority shall elect. When there is only one candidate for any office, that election may be held by voice vote. Ballot elections shall be on the second day of the annual meeting.

Section 5. The Immediate Past President shall serve for a term (2 years) as a voting member of the Board of Directors and as a non-voting advisory member of the Executive Committee.

Section 6. Vacancies

A vacancy occurring in any office, except that of President and President-elect, shall be filled for the unexpired term by a person elected by the Board of Directors. Anyone wishing to be considered for a vacancy shall submit their name and biographical information to the President. Election shall be by ballot if more than one nominee for an office is presented. If a five (5) day notice of the election has been given, a majority vote shall elect; otherwise, a two-thirds vote shall elect.

A vacancy occurring in the office of the President shall be filled by the President-elect. A vacancy occurring in the office of the President-elect shall be filled either at the next annual meeting or at a called special meeting of the membership.

Section 7. The title of “Honorary President or Vice President” may be conferred for life upon a person by a two-thirds vote of the annual meeting delegates upon the recommendation of the Board of Directors, provided the number of honorary Presidents shall at no time exceed one, and the number of honorary Vice Presidents shall at no time exceed ten. The Board of Directors shall vote by ballot, and a three-fourths vote shall be required for the recommendation. The title of “Honorary Officer” shall carry with it all the privileges of the annual meeting except the right to vote. Honorary officers may also attend meetings of the Board of Directors without a vote. Attendance shall be at their own expense except when requested to perform a specific duty.
ARTICLE VIII: COMMITTEE ON NOMINATIONS AND LEADERSHIP DEVELOPMENT

Section 1. A committee on nominations and leadership development consisting of three (3) or
five (5) members shall be elected by ballot at the fall Board of Directors meeting in odd-
numbered years. (Refer to Article XIII, Section 1.)

Section 2. Three alternates will be elected, representing three different areas.

Section 3. No member of the Board of Directors shall be eligible to serve consecutively as a
member of the Committee on Nominations and Leadership Development.

Section 4. Representatives of cooperating agencies shall not be eligible to serve on the
Tennessee PTA Committee on Nominations and Leadership Development.

Section 5. The committee shall choose its own chairman.

Section 6. The committee shall consider the qualifications of all candidates for elected offices
proposed by any member. Names submitted to the committee shall be accompanied by a
statement of qualifications and received by the committee by November 1st of the year prior to
the election year.

Section 7. The committee shall meet no later than February. The committee shall submit one
name for each position to be filled. No name shall be placed in nominations without the written
consent of the nominee. Additional nominations may be made from the floor. Nominees from
the floor must have given 20 days’ notification before the beginning of the annual meeting of
their intent to run. Notification must be given in writing to the Tennessee PTA President. The
President shall inform within 24 hours of the nominees from the Nominations and Leadership
Development committee. A vacancy in the slate of officers may be filled by nominations from
the floor without prior notification providing the nominee has submitted their resume of
qualifications at the beginning of the annual meeting.

Section 8. The report of the committee shall be read at the annual meeting, published in the
association’s newsletter at least thirty (30) days prior to the elections, and posted on the
association’s website at least thirty (30) days prior to the election.

Section 9. The committee shall prepare a list of nominations for committee chairmanships to be
filled and obtain the consent of each nominee. The Committee on Nominations and Leadership
Development shall present the list to the President and President-elect thirty (30) days prior to
the opening date of the annual meeting. Immediately following the election, the committee will
present a list of the chairman nominations to the newly elected Executive Committee.
ARTICLE IX: DUTIES OF OFFICERS

**Section 1.** All officers shall be members of local units in Tennessee and shall perform the duties prescribed by these bylaws, the standing rules, the job descriptions, and the parliamentary authority adopted by the Tennessee PTA.

**Section 2.** President

a. The President shall preside at all meetings of the Tennessee PTA, the Board of Directors, and the Executive Committee. The President shall appoint all special committees, except as specified otherwise in these bylaws, with the approval of the Executive Committee. The President shall be an ex-officio member of all committees except the Nominating and Leadership Development Committee.

b. The President shall select a Parliamentarian to serve at the annual meeting, at the Executive Committee and Board of Directors meetings, and at such other meetings as the President may designate. At the discretion of the President, the Parliamentarian shall serve as parliamentary advisor to the committee on bylaws. The selection of Parliamentarian is subject to approval by the Executive Committee.

**Section 3.** President-elect

In the absence or inability of the President to discharge the duties of the office, such duties shall be performed by the President-elect. The President-elect shall perform such duties as assigned by the President, the Executive Committee, or the Board of Directors, and shall be an ex-officio member of the Bylaws and Budget Committees.

**Section 4.** Vice Presidents

a. The Vice President of Advocacy shall be responsible for coordinating the work of the standing and special committee chairmen as determined by the Tennessee PTA Standing Rules or by the Tennessee Board of Directors and shall encourage a continuous appraisal of the quality of education in public schools.

b. The Vice President of Membership shall be responsible for coordinating the work of the standing and special committee chairmen as determined by the Tennessee PTA Standing Rules or by the Tennessee PTA Board of Directors and shall promote, recruit, and oversee membership.

c. Perform such other duties as may be provided for by these bylaws, the standing rules, prescribed by the parliamentary authority, or directed by the Board of Directors, or Executive Committee.

d. The Vice Presidents, in this order, Vice President of Advocacy, Vice President of Membership, shall preside at meetings in the absence of both the President and the President-elect.
Section 5. Secretary

a. The Secretary shall prepare minutes for the meetings of the membership, Board of Directors and Executive Committee.
b. Conduct such correspondence as the Board of Directors shall direct.
c. Perform such other duties as may be provided for by these bylaws, the standing rules, prescribed by the parliamentary authority, or directed by the Board of Directors, or Executive Committee.

Section 6. Treasurer

a. Keep a full and accurate account of the receipts and disbursements in books belonging to the Tennessee PTA.
b. Render a written statement of accounts to the Board of Directors at each meeting and at the request of the President shall make an audited report at the annual meeting.
c. The accounts of the Treasurer shall be audited by a certified public accountant recommended by the President and approved by the Budget Committee.
d. Disbursement of funds shall be by bonded officers only: President, President-elect, and/or Treasurer. The funds of the Tennessee PTA shall be disbursed only in accordance with the budget approved by the Board of Directors or pursuant to an appropriation especially made by the Board of Directors.
e. Two signatures shall be required on all checks.
f. Perform such other duties as may be provided for by these bylaws, the standing rules, prescribed by the parliamentary authority, or directed by the Board of Directors, or Executive Committee.

ARTICLE X: BOARD OF DIRECTORS

Section 1. The members of the Board shall be:

a. Elected Officers,
b. Chairmen of standing and special committees.
c. Region Directors.
d. The Parliamentarian shall be allowed to vote when a ballot vote is used to fill a vacancy on the Board.
e. Immediate Past President.
f. Any Tennessee member of the National PTA Board of Directors as an ex-officio member, and
g. Consultants/cooperation agencies (non-voting member(s)).
Section 2. The Board of Directors shall have all authority over the affairs of the Tennessee PTA during the interim between annual meetings, except that of modifying any action taken by the annual meeting or the authority vested in the Executive Committee. The Board of Directors shall have authority to adopt rules for the transaction of business, provided they do not conflict with these bylaws.

Section 3. The duties of the Board shall be:

a. Set policy, goals, and strategic direction of the association.

b. Present all committee recommendations to the Board of Directors for approval.

c. Settle any questions of doubt regarding the organization and recognition of local units.

d. Perform such other duties as may be provided for by these bylaws, the standing rules, the job descriptions, prescribed by the parliamentary authority, or directed by the Board of Directors, or Executive Committee.

Section 4. All members serving on the Board of Directors shall support and comply with the Tennessee PTA statements of policy and these bylaws. A member of the Board of Directors must possess and exemplify the integrity and ethical characteristics that are expected as a representative of Tennessee PTA.

Section 5. If any member of the Board of Directors shall at any time cease to meet the qualifications or fulfill the duties of the position as outlined in these bylaws, job description(s), or the current standing rules, violates the basic policies, misrepresents the positions of the association, or acts in any other way detrimental to the philosophy and purposes of the association, that person may be removed from the Board in the following manner:

a. A resolution adopted by the Executive Committee,

b. An opportunity for the member in question to address the Executive Committee,

c. A seven (7) day notice issued via certified mail to the board member in question prior to the meeting of the Executive Committee, and

d. A two-thirds vote of the Executive Committee members, present and voting, is required for removal.

Section 6. Each member of the Board of Directors shall hold membership in a local unit of the Tennessee PTA.

Section 7.

a. Regular meetings of the Board of Directors shall be held in the summer, fall and before each annual meeting. Regular meetings may be conducted by use of any means of communication by which all directors participating may simultaneously hear each other during the meeting. A director participating in a meeting by this means is deemed to be present at the meeting.
b. Special meetings of the Board of Directors shall be called by the President or shall be
called upon written request of one-third of the members of the board. A minimum of five
(5) days’ notice of a special meeting shall be given. Special meetings may be conducted
by conference call, teleconference, or other electronic media as permitted by applicable
law.
c. In the event of an emergency or disaster, a scheduled meeting of the Board of Directors
may be postponed and rescheduled by the President.

Section 8. A quorum of the Board of Directors shall be a majority of the members of the Board
currently in office, with at least two members who are not members of the Executive Committee.

ARTICLE XI: EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall be:

a. Elected officers
b. Parliamentarian (non-voting member)
c. Immediate Past President (non-voting advisory member)
d. Any Tennessee member of the National PTA Board of Directors (non-voting advisory
member(s))

Section 2. The Executive Committee shall:

a. Meet in regular session immediately before each meeting of the Board of Directors.
Executive Committee meetings shall be conducted by use of any means of
communication by which all participating may simultaneously hear each other during the
meeting. All participating in a meeting by this means are deemed to be present in person
at the meeting.
b. Meet in special session at the call of the President or upon request of three (3) members
of the committee, provided three (3) days’ notice is given. A meeting of the Executive
Committee may be held under emergency conditions if a quorum of the Executive
Committee is present for the scheduled Board of Directors meeting.

Section 3. Quorum
A majority of the total number of voting members of the Executive Committee shall constitute a
quorum.

Section 4. The Executive Committee shall:

a. Perform the duties delegated in these bylaws and the standing rules;
b. Transact all business referred to it by the Board of Directors and shall take decisive
action in emergencies, provided the action of the committee does not conflict with that of
the Board of Directors or of the Tennessee PTA;
c. Review and submit all recommendations to the Board of Directors;
d. Employ the professional staff to direct the activities of the state office, under the general
supervision of the President, authorized other positions necessary to perform the work of
the Tennessee PTA, fix the salaries, and make provisions for the welfare and security of
all office personnel;
e. Determine the amount and authorize payment of fidelity bonds for the Treasurer and all
other persons authorized to handle funds for the Tennessee PTA;
f. Create the Program for the annual meeting of the Tennessee PTA;
g. Decide questions of cooperation with other state organizations and agencies; and
h. Meet in Executive Session when deemed necessary.

Section 5. Executive Committee-Elect
As soon as possible after the election of state officers, the incoming President shall call a
meeting of the Officers-elect and the current President to approve the appointment of a
Parliamentarian, to elect the chairman of standing committees, to elect the Region Directors, and
to plan the orientation and first board meeting of the administration.

ARTICLE XII: AREAS
The Tennessee PTA shall be divided into three (3) areas:
a. The Eastern Area – comprised of First Tennessee Region and East Tennessee Region
b. The Central Area – comprised of Upper Cumberland Region, Mid-Cumberland Region,
   South Central Region and Southeast Region.
c. The Western Area – comprised of Northwest Region, Southwest Region, and Memphis-
   Delta Region.

ARTICLE XIII: STANDING AND SPECIAL COMMITTEES

Section 1. All committees should include representatives of the three (3) areas of the state (as
defined in Article XII).

Section 2. Such standing committees may be created by the President with the approval of the
Executive Committee as shall be found necessary to carry on the work of the Tennessee PTA
through its various departments.

Section 3.

a. No chairman shall be eligible for more than two consecutive (2-year) terms in the same
chairmanship, except representatives from Cooperating Agencies.
b. A chairman of a standing committee having served more than one-half (1/2) of a term
shall be credited with having served that complete term.
Section 4. Each standing committee shall consist of the state chairman as approved by the Executive Committee and such other members as appointed by the President in keeping with these bylaws. The work of these committees may be carried on by mail and/or electronic communications.

The chairmen of standing committees shall submit plans of work to the Executive Committee. If a chairman fails to submit a plan of work, that chairmanship shall be declared vacant.

Section 5. Special committees may be created to further the work of the Tennessee PTA as deemed necessary by the President, upon the approval of the Executive Committee.

Section 6. A vacancy in a chairmanship shall be filled for the unexpired term by a person elected by the Executive Committee. Anyone wishing to be considered for a vacancy shall submit their name and biographical information to the President. Election shall be by ballot if there is more than one nominee. With a five (5) day notice of election given to the committee, a majority vote shall elect; otherwise, a two-thirds vote of the members voting shall be necessary.

Section 7. No material or form letter shall be sent out without the approval of the President or the state officer designated by the President for such duty.

ARTICLE XIV: REGIONS

Section 1. The Tennessee PTA shall organize its counties into regions. The number of counties and boundaries of the regions shall be determined by the Board of Directors.

Section 2.

a. The status of the organization as a region shall be subject to termination under the circumstances provide in the bylaws of the Tennessee PTA.

b. The region, upon termination, is obligated to:
   1. Yield up and surrender all its books and records to the Tennessee PTA;
   2. Cease and desist from further use of any name that implies or connotes association with the Tennessee PTA; and
   3. Carry out promptly, under the supervision and direction of the Tennessee PTA, all proceedings necessary or desirable for the purpose of dissolving the region.

Section 3. A vacancy occurring in the office of Region Director shall be filled for the unexpired term by a person elected by the Executive Committee. Anyone wishing to be considered for a vacancy shall submit their name and biographical information to the President.

#ARTICLE XV: COUNCILS

Section 1. Three or more local units, hereinafter called local PTAs/PTSAs, in a city, county, or area may be organized into a council for the purpose of conference and leadership training, and
coordination of the efforts of local PTAs only. Only PTAs/PTSAs shall be members of a
council. Council bylaws shall be approved by the Tennessee PTA Board of Directors or by a
person or persons to whom the work is delegated. Councils shall not dictate to local units.
Council Presidents or their elected alternates are voting members of the state annual meeting.

Section 2. The Purpose of a Council is to:

#a. Unify and strengthen local PTAs/PTSAs comprising the Council PTA;
#b. Provide for the cooperation of the local PTAs/PTSAs in the Council in order to
promote the interest of children, to encourage programs or projects in the various
PTA units which will carry out the Mission and Purposes of PTA, and to assist in
the formation of new PTAs/PTSAs according to the plan of the Tennessee PTA; and
#c. Promote the interest of the Tennessee PTA and of the National PTA.

Section 3. The amount of the council portion of each member’s dues shall be determined by the
council. The council can choose to charge a local PTA/PTSA a fee for membership for the
council instead of defining a portion of each member’s dues.

Section 4. Councils shall not be required to pay state or national dues. All local PTAs/PTSAs
within the boundaries of a council may be members of the council.

Section 5. Each local unit in membership with the council may be represented at meetings of the
council by the President or alternate and the duly accredited delegates or alternates. Each local
PTA/PTSA unit shall be eligible for an equal number of delegates regardless of the size of the
unit.

Section 6. Relationship with the Tennessee PTA and the National PTA.

a. The council is a constituent organization of the Tennessee PTA. It is organized and
chartered under the authority of the Tennessee PTA. (Article V, Section 6)
b. The bylaws of the council are subject to the approval of the Tennessee PTA and may not
conflict with the bylaws of the Tennessee PTA or the bylaws of the National PTA.
c. The council shall keep such permanent books of account and records as shall be sufficient
to establish the items of gross income, receipts and disbursements of the council,
including specifically the number of members in each local unit and the dues collected
from them. Such books of account and records shall at all reasonable times be open to
inspection by an authorized representative of the Tennessee PTA.
d. The status of the council shall be subject to termination and its charter as a council shall
be subject to withdrawal in the manner and under the circumstance provided in these
bylaws for local PTAs/PTSAs in Article XVI, Section 3.
e. The council is obligated, upon withdrawal of its charter by the Tennessee PTA:
1. To yield up and surrender all its books and records and all of its assets and
property to the Tennessee PTA or to another council organized under the
authority of the Tennessee PTA;
2. To cease and desist from the further use of any name that implies or connotes
association with the Tennessee PTA; and
3. To carry out promptly, under the supervision and direction of the Tennessee PTA
all proceedings necessary or desirable for the purpose of dissolving the council.

#ARTICLE XVI: LOCAL PTAs/PTSAs

Section 1. Local PTAs/PTSAs shall be organized and chartered under the authority of the
Tennessee PTA in the area in which the local PTA/PTSA functions, in conformity with such
rules and regulations which are not in conflict with the Tennessee PTA Bylaws and the National
PTA Bylaws.

A local PTA/PTSA in good standing is one that:

a. Adheres to the Purposes and basic policies of the PTA.
b. Submits an initial remittance of the state and national portion of membership dues to the
Tennessee PTA by November 1st and monthly thereafter through June 1st.
c. Has bylaws approved according to the procedures of the Tennessee PTA.
d. Meets other criteria as may be prescribed by the Tennessee PTA.
e. Submits an Audit Report Form to Tennessee PTA by November 1.
f. Shall submit annually to the Internal Revenue Service (IRS) the appropriate 990 form by
November 15 and shall send a copy of the appropriate 990 receipt to Tennessee PTA by
November 20.
g. Maintains a minimum of 20 members.
h. A unit must be in good standing on December 1st to be eligible for any and all awards.

Section 2. Each local PTA/PTSA shall keep such permanent books of account and records as
shall be sufficient to establish the items of gross income, receipts, and disbursements of the
organization including, specifically, the number of its members, the dues collected from its
members, and the amounts of dues remitted to the Tennessee PTA. Such books of account and
records shall at all reasonable times be open to inspection by an authorized representative of the
Tennessee PTA.

Section 3. The charter of a local PTA/PTSA shall be subject to withdrawal and the status of
such organization as a local PTA shall be subject to termination, in the manner and under the
circumstances provided by the bylaws of the Tennessee PTA.

Section 4. Each local PTA/PTSA is obligated, upon withdrawal of its charter by the Tennessee
PTA:
Section 5. Each officer or board member of a local PTA/PTSA shall be a member of such local PTA/PTSA.

Section 6. Only members of a local PTA who have paid dues for the current membership year may participate in the business of the local PTA.

Section 7. Each local PTA/PTSA shall collect dues from its members and shall remit a portion of such dues to the Tennessee PTA as provided in Article VI hereof.

Section 8. Each local PTA/PTSA shall include in its bylaws provision corresponding to the provisions of state bylaws identified by the pound sign (#).

Section 9. To organize a new PTA/PTSA unit requires a minimum of eight (8) members; to remain a unit in good standing requires a minimum of twenty (20) members.

Section 10. Each local PTA/PTSA shall adopt such bylaws for governance as may be approved by the Tennessee PTA Board of Directors or by a person or persons to whom the work is delegated. The bylaws of each local unit shall by reviewed at least once every five (5) years.

Section 11. A local PTA/PTSA may dissolve in the following manner:

a. A local unit’s executive committee considering recommending to its general association a resolution to dissolve must afford the council president, region director or state PTA representative an opportunity to speak to the executive committee prior to its taking action on such a proposal. If the executive committee then votes to present to its general membership a motion to dissolve, it must inform in writing the council President, Region Director, the Tennessee PTA President and its general membership at least 30 days prior to the next general membership meeting that the resolution to dissolve will be considered. No meeting for the purpose of considering the dissolution of a local PTA/PTSA unit shall be held during the periods of time when that school is closed for vacation and holidays.

b. The council President, Region Director or Tennessee PTA representative must be afforded the opportunity to speak at that meeting to the membership prior to action being taken by them on the proposed resolution to dissolve.

c. Approval to dissolve requires a two-thirds vote by written ballot, a majority of the membership being present. Only those members who are in good standing on the day the written notice of the proposal to dissolve is mailed may vote.
d. Dissolution shall take effect immediately and shall not be postdated. The provisions herein outlined in Article XVI, Section 4, shall take effect immediately.
e. When a local PTA/PTSA has voted to dissolve in compliance with Article XVI, Section 11, and later wishes to resume activities, it is necessary to reorganize the unit. The same procedure as the organization for a new unit would be followed.
f. A report shall be filed with the council President and the Region Director or the state office detailing the compliance with the dissolution process.

ARTICLE XVII: STATE ANNUAL MEETING

Section 1. There shall be an annual meeting of the Tennessee PTA, preferably in April (except under conditions set forth in Section 6.) The time and place of the annual meeting shall be determined by the Board of Directors. Official call of such meetings shall be sent to the Board of Directors and to council and local unit Presidents at least sixty (60) days prior to the meeting. Annual meetings shall be conducted by use of any means of communication by which all participating may simultaneously hear each other during the meeting. All participating in a meeting by this means are deemed to be present in person at the meeting.

Section 2. The annual meeting shall be the governing body of the Tennessee PTA.

Section 3. The annual meeting shall be open to all members upon payment of the registration fee of an amount to be determined by the Board of Directors.

Section 4. Seventy-five (75%) percent of the registered voting delegates representing a least four (4) regions shall constitute a quorum.

Section 5. The voting body of the annual meeting shall be limited to the Board of Directors, Past Presidents, who maintain an active membership, Presidents of councils or their elected alternates, county chairmen in unorganized counties, and accredited delegates from local units. Each local unit in good standing is entitled to representation by the President or an elected alternate and one delegate or alternate; in addition, each local unit in good standing is entitled to one delegate for every 50 members or major fraction thereof, as shown by the official membership records. No delegate is allowed to represent more than one local unit and must have been a member of the local unit at least thirty (30) days prior to annual meeting.

Section 6. Cancellation of Annual Meeting

The Board of Directors, by a two-thirds vote of its members then in office, may cancel or defer any annual meeting when it deems such action to be required by the existence of a national emergency, epidemic or other disaster. Such action may be taken by the President after polling the members of the Board of Directors to the extent reasonably possible under the then existing circumstances. Any annual meeting scheduled to be held during the existence of a civil defense emergency declared by the President of the United States or the current resolution of the
Congress of the United States shall automatically be canceled. During the existence of any such civil emergency, the Board of Directors may adopt such measures for the conduct of the affairs of the Tennessee PTA as is deemed to be required, without regard to the restrictions or limitations of these bylaws.

Section 7. Special meetings of the membership may be called by the President or by written request of at least fifty (50) members. Notice and purpose of the special meeting shall be given to all members at least fifteen (15) days prior to the meeting. Special meetings shall be conducted by use of any means of communication by which all participating may simultaneously hear each other during the meeting. All participating in a meeting by this means are deemed to be present in person at the meeting.

ARTICLE XIX: NATIONAL PTA ANNUAL CONVENTION

Section 1. State delegates to the national convention shall include the President and President-elect; in addition, it shall include three (3) state board members or their alternates, as funds are available. The three (3) delegates and their alternates representing the Board of Directors shall be elected by the Board of Directors. One person shall be chosen from each area of the state, and no one shall be chosen to serve as a delegate in consecutive years. In the event that the elected delegate is not returning to the Board of Directors, the alternate shall serve as the delegates. If the alternate is also not returning to the Board then a representative from the area, who will be on the Board, will be selected by the President to attend. Priority consideration will be given to the incoming President-elect.

Section 2. The President shall designate all other national convention attendees from the state of Tennessee following procedures and requirements as determined by National PTA. This designation process does not imply convention-related financial obligations on behalf of Tennessee PTA.

#ARTICLE XX: FISCAL YEAR

The fiscal year of the Tennessee PTA shall be July 1 through June 30.

#ARTICLE XXI: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert’s Rules of Order, Newly Revised shall govern the Tennessee PTA and its constituent organization in all cases in which they are applicable and in which they are not in conflict with these bylaws, the National PTA Bylaws, special rules of order or the Articles of Incorporation.
ARTICLE XXII: AMENDMENTS

Section 1. These bylaws may be amended either at an annual meeting or at a called special meeting of the membership by a two-thirds vote of those present and voting provided the amendments have been approved by the Board of Directors and notice of proposed amendments has been provided to constituent organization thirty (30) days prior to the opening day of annual meeting or special meeting of the membership.

#Section 2. The adoption of an amendment to any provision of the bylaws of the Tennessee PTA identified by a pound sign (#) shall serve automatically and without the requirement of further action by the local PTA/PTSA to amend correspondingly the bylaws of each local PTA/PTSA.

Section 3. The Executive Committee or the Board of Directors by a majority vote may authorize the Committee on Bylaws to submit a revised set of bylaws as a substitute for the existing bylaws.