

SOUTH CAROLINA CONGRESS OF PARENTS AND TEACHERS  
DISTRICT 1 BYLAWS

ARTICLE I. NAME

The name of this association is **District 1 PTA** of the South Carolina Parent-Teacher Association (PTA) (the South Carolina Parent-Teacher-Student Association (PTSA). It is a (District 1 PTA unit) organized under the authority of the South Carolina Congress of Parents and Teachers (the South Carolina PTA), (the South Carolina Congress of Parents-Teachers- Students (the South Carolina PTSA), a branch of the National Congress of Parents and Teachers (the National PTA).

**\*\* ARTICLE II. ARTICLES OF ORGANIZATION**

The articles of organization of a state PTA or **District 1 PTA** include:

- (a) The bylaws of such organization; and
- (b) The certificate of incorporation or articles of incorporation of such organization (in cases in which the organization is a corporation) or the articles of association by whatever name (in cases in which the organization exists as an unincorporated association).

**\*\* ARTICLE III. PURPOSES**

Section 1. The objects of this **District 1 PTA**, (in common with those of the National PTA and the South Carolina PTA are):

- a) To promote the welfare of children and youth in home, school, community, and place of worship.
- b) To raise the standards of home life.
- c) To secure adequate laws for the care and protection of children and youth.
- d) To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.
- e) To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social and spiritual education.

Section 2. The Objects of the National PTA, the South Carolina PTA, and the **District 1 PTA** are promoted, in cooperation with the State PTA and the National PTA, through educational program directed toward parents, teachers, and the general public; are developed through general membership meetings, committees, projects, and programs; and are governed and qualified by the basic policies set forth in Article IV.

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 IV. BASIC POLICIES**

The following are basic policies of the **District 1 PTA** (in common with those of the National PTA and the South Carolina PTA):

- a) The **District 1 PTA** shall be noncommercial, nonsectarian, and nonpartisan. The name of the District 1 or the names of any members in their official capacities shall not be used to endorse or promote a commercial concern or in connection with any partisan interest or for any purposes not appropriately related to promotion of the Objects of the organization.
- b) The **District 1 PTA** shall not -directly or indirectly -participate or intervene (in anyway, 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.
- c) The **District 1 PTA** shall work with the schools 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 the boards of education.
- d) The **District 1 PTA** shall not enter into membership with other organizations except such international or national organizations as may be approved by the National PTA Board of Directors. The South Carolina PTA or any of its divisions may cooperate with other organizations and agencies concerned with child welfare, but a PTAPSTA representative shall make no commitments that bind the group he represents.
- e) No part of the net earnings of the **District 1 PTA** shall inure to the benefit of, or be distributed 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 III hereof.
- f) Notwithstanding any other provision of these articles, **the District 1 PTA** 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, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code.
- g) Upon the dissolution of this **District 1 PTA**, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more non-profit funds, foundations, or organizations which have established their tax exempt status under Section 501 (c)(3) of the Internal Revenue Code.

**ARTICLE V. MEMBERSHIP AND DUES**

Section 1. Membership in **District 1 PTA** shall consist of all local units of the National PTA in Greenville County upon the payment of dues as hereinafter provided.

Section 2. The annual dues of *\$(see attached dues form in Addendum A)* per local unit shall be payable on or before **December 1st** of each year. Along with the dues form, each local unit shall submit a copy of their financial review from the just ended fiscal year (June 30<sup>th</sup>) and a copy of their IRS 990 form submitted for that same fiscal year ending June 30<sup>th</sup>.

Section 3. Additional member units may be accepted at anytime, with dues being paid as accepted.

Section 4. Local units whose national, state, or **District 1 PTA** dues are in arrears shall not participate in the business meetings of the **District 1 PTA**.

## ARTICLE VI. OFFICERS AND THEIR ELECTION

**Section 1. Each District 1 PTA officer shall be a member of a local unit PTA within District 1 PTA.**

**Section 2. The officers of this District 1PTA shall be a president, vice-president of programs, vice president of membership, secretary, and treasurer. These officers shall be elected by ballot in each April/May at a general membership meeting. However, if there is only one candidate for any office, upon adoption of a motion from the floor by the voting body at a District 1 PTA general membership meeting, the election for that office (or offices) may be by voice. Officers shall assume their official duties on July 1<sup>st</sup> of each calendar year and shall serve for a term of one (1) year and/or until their successor(s) is elected. Elections are to be held at a District 1 PTA general membership meeting.**

**Section 3. The District 1 PTA President shall be elected by the voting body at a District 1 PTA general membership meeting each April/May in accordance with the South Carolina PTA Bylaws.**

**Section 4. Only members of a local PTA/PTSA whose state and District 1 PTA dues are paid, and members, whose individual dues to the local PTA/PTSA are paid, shall be eligible to hold office or to serve on a District 1 PTA committee.**

**Section 5. A person shall not be eligible serve more than two consecutive terms in the same office.**

**Section 6. Nominations for officers shall be made by a nomination committee of 5 members, no two of whom shall be from the same member unit or geographic area of the District (NE, NW, SE, SW) and the District 1 PTA Liaison (who shall assist with the selection of principal at-large representatives).**

- a. This committee shall be named by the Executive Board by March 1.**
- b. The nominating committee shall send the list of nominees to the members of the Executive Committee and to the president of each member association at least fifteen (15) days before the election meeting. The consent of each candidate must be obtained before the name is placed in nomination. Additional nominations may be made from the floor, provided the consent of each candidate has been obtained before the name is placed in nomination, however, notice of the nomination from the floor must be made in writing to the District 1 PTA Nominations Committee at least one week prior to the general membership meeting at which the election of officers is held.**
- c. One of the three committee members shall be a current District 1 PTA board member, however, no current or immediate past president may serve on the nominating committee.**

**Section 7. A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Executive Board.**

## ARTICLE VII. DUTIES OF DISTRICT OFFICERS

Section 1. It shall be the duty of all District 1 officers to:

- a. Promote parent-teacher membership and participation in state and local PTA activities.
- b. **Read and/or be familiar with PTA publications such as Our Children Magazine and the South Carolina Parent-Teacher Bulletin.**
- c. **Be familiar with District 1 PTA and SCPTA publications pertinent to extending service to local units such as the PTA Handbook, How to Organize a PTA/PTSA, National and State PTA leaflets, parliamentary procedure, program planning and council publications.**
- d. Attend State, District 1, council, and local unit meetings.
- e. Use correct parent-teacher terminology.
- f. **Develop leadership through training sessions and one-on-one mentoring.**
- g. Disseminate correct and constructive parent-teacher information.
- h. Keep informed concerning PTA activities and trend on national, state, and local levels of endeavor.

Section 2. The President shall:

- a. Preside at all meetings of the **District 1 PTA.**
- b. Assist with the **organization of new local unit PTAs.**
- c. Assist **local unit** presidents to function as members of the **District 1 PTA general membership** developing local congress units; reclaiming delinquent units; bringing into membership non-congress units; and organizing new associations as units of South Carolina Congress of Parents and Teachers.
- d. Promote local and council parent-teacher information general membership meetings.
- e. Visit within **Greenville County Schools of District 1** whenever, wherever possible; find qualified PTA leaders, cooperate with **Greenville County School** officials and other representatives of agencies functioning in allied fields.
- f. Become acquainted with county and town superintendents and other heads of schools and with the presidents of county teacher associations; manage with them for the presentation of parent-teacher programs, the distribution of publications at meetings and for exhibits to be placed at strategic points.
- g. Serve as an ex-officio member of all committees except nominating committee.
- h. Represent the District 1 on the South Carolina PTA Board of Directors.

Section 3. The Vice-President of Programs shall:

- a. **Act as aide to the president.**
- b. **Perform the duties of the President in the absence or inability of that officer to serve.**
- c. **Work to develop a variety of programs that can be offered local units within District 1.**

Section 4. The Vice-President of Membership shall:

- a. **Act as aide to the president.**
- b. **Keep an accurate roster of member units, District 1 officers, chairs of standing committees with contact information.**
- c. **Perform the duties of the President in the absence/inability of the President and the V.P. of Programs to serve.**
- d. **Serve as Chair of the District 1 Membership Committee.**

Section 5. The Secretary shall:

- a. **Accurately record the business affairs and transactions of the District 1.**
- b. **Make these records available for reference and reporting when called upon to do so.**
- c. **Carry on such correspondence as may be delegated to him/her.**

Section 6. The Treasurer shall:

- a. **Accurately record the business affairs and financial transactions of the District 1 PTA.**
- b. **Keep a full and accurate account of all receipts and expenditures.**
- c. **Make disbursements in accordance with the budget or as authorized by the Executive Board.**
- d. **Present these records for reference and reporting when called upon to do so.**
- e. **Serve as Chair of the District 1 Finance Committee.**

Section 7. All officers shall deliver to their successors all official material by July 1, following election, If any board member shall at any time for a three (3) month period cease to meet the qualifications of job description, he/she may be removed from office by resolution adopted by a vote of 2/3 of the District 1 Board present and voting.

## ARTICLE VIII. EXECUTIVE BOARD

### Section 1. Members

- a. **The District 1 Executive Board shall be composed of the District 1 officers, (the four geographic area members at large), local state board members and the chairs of committees deemed necessary by the board.**
- b. The president may appoint a parliamentarian, subject to the approval of the officers of the District 1 Board.
- c. Regular or special meetings may be called by the President or by three (3) members of the District Board. Board meetings shall be held eight (8) times a year. A quorum for District 1 board meetings shall be eight (8) board members.

### Section 2. The duties of the Executive Board shall be:

- a. To transact District 1 PTA business between meetings of the District 1 /PTA.
- b. To plan and carry through a definite District 1 extension program.
- c. To serve as the program committee for the District 1 PTA General membership meeting(s).
- d. To appoint an election committee to have charge of the election of District 1 officers.
- e. **To respond to emergencies designated by the State President. The District 1 PTA Board may transact its business by mail, electronic mail, or phone.**

## ARTICLE IX. GENERAL MEMBERSHIP MEETINGS

Section 1. There shall be District 1 General Membership meeting held annually in this District 1 PTA under the direction of the District 1 President -the date, time and place to be determined by the District 1 Executive Board **with the notification of the State President.**

Section 2. The Call to General membership meeting shall be sent as requested by the **President at least fifteen (15) days** before the meeting. The Call shall be sent to **the District 1 PTA** Board members, to all members of the State Board residing within the District 1 and to council presidents, local unit presidents, principals and superintendents, within the **District 1 PTA** and to such others as requested by the **District 1 PTA** Board members or by the State President.

Section 3. A copy of the Call and proposed program shall be sent to the State President at least **fifteen (15) days before the meeting to allow for the State President (or SCPTA board designee) to make plans to attend the District 1 General Membership meeting.**

Section 4. The **District 1 PTA general membership meeting** shall be open to all PTA/PTSA members and invited guests but the voting shall be limited to the District 1 PTA officers, **at-large geographic area PTA representatives within the District 1PTA, members of the State Board residing within the District 1PTA**, the local unit presidents or their alternates, three (3) other local unit officers or their alternates, and one (1) delegate for every fifty (50) members or major fraction thereof, as shown on the books of the state treasurer at the close of the previous fiscal year.

Section 5. **Fifteen (15) individuals representing fifteen (15) local units of District 1 PTA in good standing shall constitute a quorum for the transaction of business at the District 1 General membership meeting(s).**

Section 6. District 1 / PTA shall not legislate for local units or councils.

## ARTICLE X. COMMITTEES

Section 1. **Only members of a local unit PTA in District 1 PTA area shall be eligible to serve in any elective or appointive positions.**

Section 2. **The Executive Board may create such standing committees, as it may deem necessary to promote the objectives and carry on the work of this association. The term of each chairperson shall be one (1) year or until the selection of a successor.**

Section 3. The chairman of each standing committee shall present a plan of work to the Executive Board for approval. No committee work shall be undertaken without the consent of the Executive Board.

Section 4. The power to form special committees and appoint or elect their members rests with the President or the Executive Board).

Section 5. The president shall be a member ex-officio of all committees except the nominating committee.

## \*\*ARTICLE XI. RELATIONSHIP WITH NATIONAL PTA AND STATE PTA

Section 1. This District 1 PTA shall be organized and chartered under the authority of the South Carolina PTA in the area in which this District 1 PTA functions, in conformity with such rules and regulations, not in conflict with the National PTA Bylaws, as the South Carolina PTA may in its bylaws prescribe. The South Carolina PTA shall issue to this District 1 PTA an appropriate charter evidencing the due organization and good standing of this District 1 PTA. A District 1 in good standing is one which:

- a. Adheres to the Objects and basic policies of the PTA.
- b. Remits the national portion of the dues through the State PTA to reach the National Office by dates designated by the National PTA.
- c. Has bylaws approved according to the procedures of each state.
- d. Meets other criteria as may be prescribed by the individual state PTA.

Section 2. This District 1 PTA shall adopt such bylaws for the government of the organization as may be approved by the South Carolina PTA. Such bylaws shall not be in conflict with the bylaws of the National PTA or the bylaws of South Carolina PTA.

Section 3. Bylaws of each constituent organization shall include an article on amendments.

Section 4. This District 1 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 its members, the dues collected from its members, and the amount of dues remitted to South Carolina PTA. Such books of account and records shall at all reasonable times be open to inspection by an authorized representative of South Carolina PTA or, when directed by a duly authorized representative of the National PTA.

Section 5. The charter of this District 1 PTA shall be subject to withdrawal and the status of such organization as a PTA unit shall be subject to termination, in the manner and under the circumstances provided in the bylaws of the South Carolina PTA.

Section 6. This District 1 PTA is obligated, upon withdrawal of its charter by the South Carolina PTA:

- a. To yield up and surrender all of its books and records and all of its assets and property to the South Carolina PTA or to such agency as may be designated by the South Carolina PTA, or to another local PTA organized under the authority of the South Carolina PTA.
- b. To cease and desist from the further use of any name that implies or connotes association with the National PTA or the South Carolina PTA or status as a constituent organization of the National PTA; and
- c. To carry out promptly, under the supervision and direction of the South Carolina PTA, all proceedings necessary or desirable for the purpose of dissolving this District 1 PTA.

Section 7. This District 1 PTA shall collect dues from its member units as provided in Article V hereof.

Section 8. Each District 1 PTA shall include in its bylaws provisions corresponding to the provisions of such of the Bylaws of the National PTA as are identified herein by a double star (\*\*).

Section 9. The adoption of an amendment to any provision of the Bylaws of the National PTA identified by a double star shall serve automatically and without the requirement of action by the District 1 PTA. Notwithstanding the automatic character of the amending process, the District 1 PTA local units shall promptly incorporate such amendments in their respective bylaws.

Section 10. Each District 1 PTA local shall include in its bylaws provisions corresponding to the provision of such of these bylaws as are identified by state symbol#.

## ARTICLE XII. FISCAL YEAR

The fiscal year of the District 1 shall begin July 1 and end on the following June 30.

## \*\* ARTICLE XII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the National PTA and its constituent organizations in all cases in which they are applicable and in which they are not in conflict with these bylaws, the bylaws of the South Carolina PTA, and the Bylaws of the National PTA, or the articles of incorporation.

## ARTICLE XIV. AMENDMENTS

### Section 1.

- a. These bylaws may be amended at any regular meeting of this District 1 PTA by a two-thirds (2/3) vote of the members present and voting, provided written notice of the proposed amendment shall have been given to each member PTA/PTSA and to each member of the Executive Board at least fifteen (15) days prior to the date of the meeting at which action it is taken, and provided the amendment is not in conflict with the required articles prescribed in the laws of the South Carolina PTA and the National PTA.
- b. A committee may be appointed to submit a revised set of bylaws as a substitute for the existing bylaws only by a majority vote at a meeting of the District 1, or by a two-third (2/3) vote of the Executive Board. The procedure for action on amendments in Section 1(a) should then be followed.
- c. After approval by two-thirds (2/3) vote at a meeting of the District 1, two (2) copies of all amendments or revision(s) shall be sent for approval to the person(s) designated by the South Carolina PTA.

\*\*Section 2. The adoption of an amendment to any provision of the Bylaws of the National PTA identified by a double star shall serve automatically and without the requirement of further action by the District 1 PTA to amend correspondingly the bylaws of each District 1 PTA. Notwithstanding the automatic character of the amending process; the District 1 PTAs shall promptly incorporate such amendments in their respective bylaws.

# Section 3. The adoption of an amendment to any provision of the bylaws of the South Carolina PTA identified by a number (#) symbol shall receive automatically and without the requirement of further action by the District 1 PTA to amend correspondingly the bylaws of each District 1 PTA.

These bylaws were approved by District 1 PTA, at a General Membership meeting on May 22<sup>nd</sup>, 2014.

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Kelly Yanity, Secretary (7/1/2012 to 6/30/2014)

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Kelle Corvin, President (7/1/2012 to 6/30/2014)

Addenda: Minutes of May 22<sup>nd</sup>, 2014 meeting where bylaws were approved  
List of Executive Board Positions  
List of General Board Positions and Standing Committees