

Hughes Academy PTSA BYLAWS

Proposed change to the By-laws September 15, 2020

It has come to our attention that our 2020-2021 Executive Committee slate, as previously presented, is not in line with our current Bylaws which state:

ARTICLE VI: OFFICERS - ELECTION, QUALIFICATIONS AND VACANCIES, Section 1 "The elected officers of this association should be President; 1 (number) Vice President(s), one of whom may be a President-Elect; a Secretary; and a Treasurer; and shall be hereafter referred to as the Executive Committee."

This means that currently only the President, President-Elect, Secretary, and Treasurer need to be elected by the General Membership. In accordance with our Bylaws, the additional positions that have been listed as part of our slate in the past are actually appointed and do not need to be voted on by the General Membership at this time. The people that have agreed to fill the additional positions (Treasurer-Elect, Public Relations, School Support, and Ways & Means) are still the same, we have just voted to approve more positions than our Bylaws currently require.

The amended 2020-2021 PTSA Executive Committee Slate is as follows:

President - Kimberly Shivell

President-Elect -

Secretary - Christa Likes

Treasurer - Mary Duff Rayneri

This amended slate will be posted for an additional 15 days before the General Membership can vote remotely.

In addition, the Hughes Academy PTSA suggests the following revisions for the BY-LAWS.

Page 2, Article VI: OFFICERS – Election, Qualifications, and Vacancies

Recommendation: The Bylaws Committee recommends adding a treasurer-elect position to the Executive Committee to be elected as other Executive Committee positions are elected.

Current Bylaw Provision:

Section 1. The elected officers of this organization shall be president; _____ (numbers) vice-president(s), one of whom may be a president-elect; a secretary; and a treasurer; and shall be hereafter referred to as the Executive Committee.

Proposed Bylaw Provision:

The elected officers of this association shall be president; one (number) vice-president(s), one of whom may be a president-elect; a secretary; a treasurer; and (if desired) a treasurer-elect; and shall be hereafter referred to as the Executive Committee.

Explanation: We recommend **adding** a treasurer-elect position to the Executive Committee to help with continuity of the treasurer position and to assist with the work load of the treasurer. The treasurer-elect would assist the treasurer and would move up to the treasurer position the following year.

Page 3, Article VII: DUTIES OF THE EXECUTIVE COMMITTEE, Addition of Section 5

Recommendation: The Bylaws Committee recommends adding duties of a treasurer-elect to the duties of the Executive Committee currently outlined in Article VII of the Bylaws.

Current Bylaw Provision: This is a new provision that does not currently exist.

Proposed Bylaw Provision:

A treasurer-elect shall:

- a. act as an aide to the treasurer;
- b. in their designated order, perform the duties of the treasurer in his/her absence or inability to act;
- c. perform other duties as determined by the Board of Directors

Explanation: We recommend adding specific duties of a treasurer-elect position, as is consistent with the duties outlined in Article VII for other Executive Committee positions.

Page 3, Article VIII: BOARD OF DIRECTORS

Section 3

Recommendation: The Bylaws Committee recommends that the Executive Committee consist only of the President, President-Elect, Secretary, Treasurer, and Treasurer Elect. The additional positions that are listed as part of our slate are appointed and do not need to be voted on by the General Membership. They will be defined as the Board of Directors.

Current Bylaw Provision:

The Executive Board shall consist of the following elected officers: President, President Elect, Treasurer Elect, Secretary, Vice President of Public Relations, Vice President of School Support, Vice President of Ways and Means, and School Improvement Council (SIC) Chair. All offices may be shared as co-offices, with co-officers receiving one (1) vote each. Per SCPTA guidelines, President are nonvoting members of the board.

Proposed Bylaw Provision:

The Executive Committee will consist of the President, President-Elect, Secretary, Treasurer, and Treasurer-Elect.

The Board of Directors will be defined as those 5 members PLUS the co-chairs of Public Relations, School Support and Ways & Means + all school personnel – the principal, assistant principal, magnet coordinator, guidance department head & a teacher.

Explanation: We recommend decreasing the number of positions on the Executive Committee Board to better represent the quorum required for voting.

Section 4. QUORUM – number of officers and committee chairs + 5% of total membership

Recommendation: The Bylaws Committee recommends that the elected officers have 5 votes and the three committee chairs/co-chairs (Public Relations, School Support, and Ways & Means) have 1 vote per committee, plus 5% membership will constitute a quorum.

Current Bylaw Provision:

35 (number) members shall constitute a quorum for the transaction of business in any general membership meeting of this association. It is recommended that this number be at least equal to the number of officers and committee chairs, plus 5% of the total membership.

Proposed Bylaw Provision:

The Bylaws committee proposes that 18 (number) members shall constitute a quorum for the transaction of business in any general membership meeting of this association. It is recommended that this number be at least equal to the number of officers and committee chairs, plus 5% of the total membership.

Explanation: We recommend decreasing the quorum due to restrictions on gatherings within the school. In addition, PTSA membership has greatly decreased due to the current conditions. Membership is on track to be less than 200 members. Five elected members, plus 3 committee members, plus 5% of membership (.05 * 200 members = 10) = 18 members.

Page 4, ARTICLE XI: MEETINGS OF THE GENERAL MEMBERSHIP

Section 1

Recommendation: The Bylaws Committee recommends changing the number of General Membership Meetings to a minimum of 2 meetings per year.

Current Bylaw Provision:

At least five (number) regular meetings of this association shall be held during the school year. Meeting dates shall be determined by the Board of Directors and announced at the first regular meeting of the year. Ten (10) days' notice shall be given of a change of date.

Proposed Bylaw Provision:

At least two (2) regular meetings of this association shall be held during the school year. Meeting dates shall be determined by the Board of Directors and announced at the first regular meeting of the year. Ten (10) days' notice shall be given of a change of date.

Explanation: We recommend decreasing the minimum number of General Membership Meetings per year due to current restrictions on gatherings within the school.

By-Law Committee

Anna Barnett
Anna Kate Brown
Elizabeth Palmer
Mary Duff Rayneri
Marie Richards
Kimberly Shivell

September 15, 2020