

BYLAWS - "RECIPE FOR SUCCESS"

Executive Committee - Article VIII

"The Perfect Spring Dish"

- 1 School Principal
- 1 President
- 1-3 Vice Presidents (or more to taste)
- 1 Secretary (or more to taste)
- 1 Treasurer

The Executive Committee approves Chairs of standing committees. Duties for each of the officers are covered in Article VII.

Quorum: Majority

PTA/PTSA Board - Article IX

"Year-round Flavor"

- 1 School Principal
- 1 President
- 1-3 Vice Presidents (or more to taste)
- 1 Secretary (or more to taste)
- 1 Treasurer
- Chairs of Standing Committees

The PTA/PTSA Board conducts the business of the PTA/PTSA between general meetings of the membership; creates standing and special committees; reports at general membership meetings; prepares and submits the budget to the general membership each year for approval; and approves routine bills within the budget.

Quorum: Majority

Vacancies - Article VI

"The Empty Place Setting"

- 1 PTA/PTSA Board
- 1 Majority Vote
- 1 Notice of Election

The PTA/PTSA Board may fill a vacancy in any office, after giving notice of the election, by a majority vote of the Board. A Board

position can be declared vacant after 2 unexcused absences.

General Membership - Article XI

"The Main Course"

10 or More Members

The Bylaws state how many general membership meetings must be held each year. Dates of these meetings are decided by the PTA/PTSA Board at the beginning of each school year. Special meetings may also be held with 7 days notice. The general membership adopts the budget each year and approves other matters as necessary.

Quorum: 10 or more (see Bylaws)

**Standing and Special Committees make a great side dish (Article X)*

Amendments - Article XVII

"Change Up Your Menu"

- 1 General Membership Meeting
- 30 Days Notice
- 1 Quorum (see Bylaws)
- 2/3 Vote of Members Present
- 1 KY PTA Approval

Bylaws may be amended any time and must be renewed every 5 years. When renewing Bylaws, you must submit 4 copies to KY PTA along with a copy of the minutes from the general membership meeting at which the renewal was approved. The minutes must reflect notice, quorum, and approval.

And for Desert . . .

- *Robert's Rules of Order*
- *Standing Rules*
- *Articles of Incorporation*