

UNIT BYLAWS AMENDMENT NOTIFICATION FORM

NYS PTA Code # _____

Region: _____

Unit Name: _____

State Approved Bylaws Expiration Date: ____/____/____

Amendment Membership Adoption Date: ____/____/____

President's Signature _____

Secretary's Signature _____

Current Bylaws:		Proposed Amendments:	
<i>Dues Information</i>		<i>Dues Information</i>	
Member Dues		Member Dues	
Additional Family Member Dues		Additional Family Member Dues	
Student Dues		Student Dues	
Teacher/Staff Dues		Teacher/Staff Dues	
<i>President Structure</i>		<i>President Structure</i>	
President		President	
Co-Presidents		Co-Presidents	
President and President-Elect		President and President-Elect	
<i>Vice President Structure</i>		<i>Vice President Structure</i>	
Designated Order (1 st , 2 nd etc.)		Designated Order (1 st , 2 nd etc.)	
Job Title (VP of Legislation, etc.)		Job Title (VP of Legislation, etc.)	
At Large (order/duties determined by Procedures)		At Large (order/duties determined by Procedures)	
One VP		One VP	
No VP		No VP	
Number of Vice Presidents		Number of Vice Presidents	
<i>Secretary Structure</i>		<i>Secretary Structure</i>	
One Secretary		One Secretary	
Recording and Corresponding Secretaries		Recording and Corresponding Secretaries	
<i>Officer Term</i>		<i>Officer Term</i>	
Two Consecutive One-year Terms		Two Consecutive One-year Terms	
One Two-year Term		One Two-year Term	
<i>Nominating Committee Members</i>		<i>Nominating Committee Members</i>	
Members from the Executive Board		Members from the Executive Board	
Members from the Association		Members from the Association	
Total Nominating Committee Members		Total Nominating Committee Members	
Will you Elect an Alternate?		Will you Elect an Alternate?	
Election Meeting Month: (March, April, May, June)		Election Meeting Month: (March, April, May, June)	

Annual Meeting Month: (March, April, May, June)		Annual Meeting Month: (March, April, May, June)	
2 Days-Notice Required of Additional Nominations from the Floor?		2 Days-Notice Required of Additional Nominations from the Floor?	
<i>Nominating Committee Report</i>		<i>Nominating Committee Report</i>	
One Month Prior to Meeting		One Month Prior to Meeting	
Two Weeks Prior to Meeting		Two Weeks Prior to Meeting	
<i>Executive Committee</i>		<i>Executive Committee</i>	
Immediate Past President		Immediate Past President	
No Additional Members		No Additional Members	
<i>Executive Board</i>		<i>Executive Board</i>	
Immediate Past President		Immediate Past President	
Principal or Other Administrator		Principal or Other Administrator	
Teacher Liaisons		Teacher Liaisons	
Parliamentarian (a non-voting member)		Parliamentarian (a non-voting member)	
Student Rep		Student Rep	
Historian		Historian	
Directors/Building Representatives		Directors/Building Representatives	
<i>Council Delegates</i>		<i>Council Delegates</i>	
Number of Additional Delegates besides Unit President or Alternate		Number of Additional Delegates besides Unit President or Alternate	
<i>How delegates are selected</i>		<i>How delegates are selected</i>	
Nominated/Elected Same Time as Officers		Nominated/Elected Same Time as Officers	
Appointed by President		Appointed by President	
Elected by Executive Board		Elected by Executive Board	
Not Applicable		Not Applicable	
<i>Quorum (must be at least 10)</i>		<i>Quorum (must be at least 10)</i>	
Quorum Number		Quorum Number	

Record # of Bylaws to be Amended:

<p>For Region Bylaws Chair Use Only</p> <p>Date Received by Region: ____ / ____ / ____</p>
