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THE CHANGE

WSPTA 2023
Annual Business Meeting
Event Program

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Washington State PTA
Annual Business Meeting
April 29–30, 2023
Online

Welcome Letter from the Board President

On behalf of the Washington State PTA Board of Directors, thank you for joining your local PTA! When you joined them, you also became a valued member of WSPTA, and we are delighted that you are joining us for our 2023 WSPTA Annual Business Meeting.

There are two major types of decisions that will be voted on during the meeting.

First, just like your local PTA or council, WSPTA needs to elect a board of directors. You can view the slate of candidates for the 2023-2025 board, learn about their PTA experience, and read their statements on our Candidate Information webpage. You will also have the opportunity to hear from each of the candidates on Saturday morning before the election ballots open.

Second, like all nonprofit organizations, WSPTA operates based on a set of rules determined by our members. These *WSPTA Uniform Bylaws* also govern how local PTAs and councils operate, so they are very important for all PTAs in Washington. During the business meeting, delegates will be considering seven proposed changes to the bylaws, which are listed in this program. We have offered two opportunities to hear about the proposals and ask questions: We had a bylaws education and Q&A on April 18, and we will be repeating that education session and answer questions on Saturday.

If a delegate wishes to propose a change to any of the seven proposed bylaws amendments, they can use the online form to submit their motion by 8:00 am on Sunday April 30.

On Sunday at 1:00 pm, we will reconvene to consider, debate, and vote on each of the seven proposed bylaws amendments. This can be a somewhat confusing process, so we have developed several resources to help you navigate it. Please see How Things Work, Parliamentary Procedure Simplified, and the Flow Diagram of the Bylaws Voting Process in this program. And remember, if you get confused and want to ask what is going on, use the Zoom Q&A. We want everyone to understand and to be able to fully participate!

Thank you again for your time and engagement!



Nancy Chamberlain, WSPTA President





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2021–2023 Board of Directors

Nancy Chamberlain, President
Angela Steck, Vice President
Candy Walters, Finance Officer
Kim Kuhne, Secretary
Lizzy Sebring, Advocacy Director
Shelby Reynolds, FACE Director
Jay Pulacode, Leadership Director
Laura Peterson, Programs Director
Liz Nord, Area A Vice President
Melissa Stone, Area B Vice President
Jennifer Ritchie, Area C Vice President
Teri Davis, Area D Vice President
Tori Emerson, Area E Vice President

WSPTA Staff Members

Andrew Estep, Executive Director
Robert Montenegro, Operations Manager
Tatia Vasbinder, PTA Support Specialist
Cory Wilson, Event Planner
Marie Sullivan, Legislative Consultant

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Annual Business Meeting Agenda

Saturday, April 29 9:00 am – 12:30 pm

Welcome & Call to Order
Overview and Parliamentary Procedures Review
Credentials Report
Adoption of Standing Rules
Adoption of Agenda
President's State of the PTA Report
Finance Officer Report
Executive Director Report
Presentation of Candidates for the 2023-2025 WSPTA Board of Directors
Election of the 2023-2025 WSPTA Board of Directors
Announcements
Adjournment
Education and Q&A on Proposed Bylaws Amendments

Voting Delegate Responsibility — IMPORTANT Reminder

All motions must be [submitted using the online form](#) by the following deadlines:

Proposed Standing Rules – **8:00 am on April 29**

Proposed Bylaws Amendments – **8:00 am on April 30**

Sunday, April 30 1:00 pm – 4:00 pm

Welcome & Call to Order
Overview and Parliamentary Procedures Review
Credentials Report
Consideration of Proposed Bylaws Amendments 1 – 7
Announcements
Adjournment



Our Founder Washington State PTA was founded in April 1905 by Abby Williams Hill of Tacoma, an artist who saw the need for an organization to support Washington's children. Thanks to Abby's leadership and vision—and that of thousands of parents and teachers who have carried her vision forward—Washington State PTA has been a leading voice for children in the state ever since.

Credentials Report	General Session 1	General Session 2
As of (time)		
WSPTA Board of Directors		
WSPTA Region Directors		
Local PTA Delegates		
Council Delegates		
Total Voting Delegates (150 required per bylaws)		
Non-Voting Members and Guests		
Total Registered		
Regions Represented by Voting Delegates (majority required per bylaws)		

Standing Rules

Attendees and Voting Delegates

1. Attendance during the annual business meeting shall be limited to Washington State PTA (WSPTA) members who have registered, guests approved by the WSPTA president, staff, and those who are assisting in running the meeting.
2. All voting delegates representing a local PTA/PTSA or council must have been designated by the local PTA or council as a voting delegate. All voting delegates must be members of a local PTA or council in good standing.
3. All attendees must have registered by providing their name and contact information to the WSPTA office by the specified deadline.
4. Those attending the electronic meeting must provide their full names as they sign into the meeting. Those failing to do so may be barred or ejected from the meeting.
5. Attendees may join the meeting on any computer or smart device with an internet connection via the annual business meeting platform.
6. All attendees must mute their microphones whenever they are not speaking.
7. Each delegate is responsible for their connection to the internet; no action will be invalidated on the grounds that the loss of, or poor quality of, a delegate's individual connection prevented them from participating in the meeting, provided that at least a quorum of delegates was connected and adequately able to participate.
8. The chair may cause or direct the temporary disconnection or muting of an attendee's connection if it is causing undue interference with the meeting. The chair's decision to do so will be announced during the meeting.
9. To provide a safe, welcoming, and harassment-free event, all attendees are expected to behave with decorum and civility. Incivility, harassment, or discrimination of any kind will not be tolerated. The chair shall have the authority to take any necessary disciplinary measures and may impose a penalty prohibiting attendance at the annual business meeting or any lesser penalty. The chair's decision to do so may be appealed, and that appeal shall be undebatable.
10. The chair may adjust these standing rules to accommodate limitations in the technology used to conduct the meeting.
11. The chair may alter the agenda as necessary for the orderly flow of business.

Assignment of the Floor and Debate

12. A voting delegate wishing to speak in debate on the pending motion shall send a message to "All Panelists" using the Zoom chat feature and shall indicate in the message "speak pro" to speak in favor or "speak con" to speak against the motion.
13. A voting delegate who wishes to make a main motion shall use the electronic form to send the text of the motion. Once the main motion is pending, the delegate shall request to be added to the list of speakers by using the Zoom chat to

indicate "make motion."

14. A delegate wishing to make a secondary amendment will send the message "secondary amendment" and the motion using the Zoom chat. The Zoom chat monitor will add the name to the speaker list.
15. Use of the Zoom chat window is restricted to voting delegates and only for requests to be added to the speakers' list and posting the text of intended motions.
16. A voting delegate who has a request for information, a parliamentary inquiry or wishes to raise a point of order or a question of privilege shall type the question or point in the Zoom Q&A feature. The Points of Order/Inquiries monitor will either read it aloud when called on by the chair or address it by responding in the Q&A feature, as appropriate.
17. Each speech in debate shall be limited to 90 seconds.
18. Debate on each debatable motion shall be limited to three speakers in favor (pro) and three opposed (con). Once the limit has been reached on a main motion, debate shall be closed, and the vote shall be taken on the main motion. This rule does not prohibit motions to postpone or refer to a committee.
19. After the introduction of a main motion for each proposed bylaws amendment, one voting delegate may speak in favor, followed by one voting delegate in opposition, followed by the consideration of amendments, followed by the remaining debate on the main motion. At the conclusion of the first speech in favor, if no voting delegate wants to speak in opposition and there are no amendments, the vote on the main motion will be taken without further debate.

Amendments

20. An amendment to the proposed standing rules must be submitted using the online form by **8:00 am on April 29**, and amendments to a proposed bylaws amendment may only be considered if it was submitted to the amendments committee by **8:00 am on April 30** and reported back to the voting delegates by the committee.
21. A motion to amend may only alter those words that are changing in the proposed bylaw amendment, as shown in the program.
22. The amendments committee shall prepare suitable amendments that have the same effect as the proposed amendments that were submitted by the deadline. The committee will report these amendments to the voting delegates without a recommendation for action. By a two-thirds vote, the committee may decide not to report an amendment; each amendment that is not reported will be listed, along with the reason it was not reported, to the voting delegates.

23. The amendments committee may correct grammar, spelling, punctuation, style, cross-references and make other technical changes in amendments to reflect the intent of the **delegates**. Amendments to correct these items are not in order during the business meeting.

Candidates for WSPTA Board of Directors

24. The speeches of candidates for president and vice president are limited to five and three minutes, respectively. All other candidates for the WSPTA board of directors will take part in a candidate panel during the annual business meeting prior to opening of voting.

Voting

25. Voting delegates will vote using ElectionBuddy. A different method of voting may be used at the chair's discretion. A vote shall be treated as a rising vote if the chair announces the vote counts on each side.
26. The polls will remain open at least 30 seconds for each vote.

Campaign Materials

27. No item supporting or opposing a candidate for election or a proposed bylaws amendment under consideration by the voting delegates may be visible in any attendee's video feed.

Communication and Recording Devices

28. Recording of the annual business meeting is prohibited. Live streaming of the annual business meeting outside of Zoom is prohibited. The chair may approve exceptions to this rule in writing.

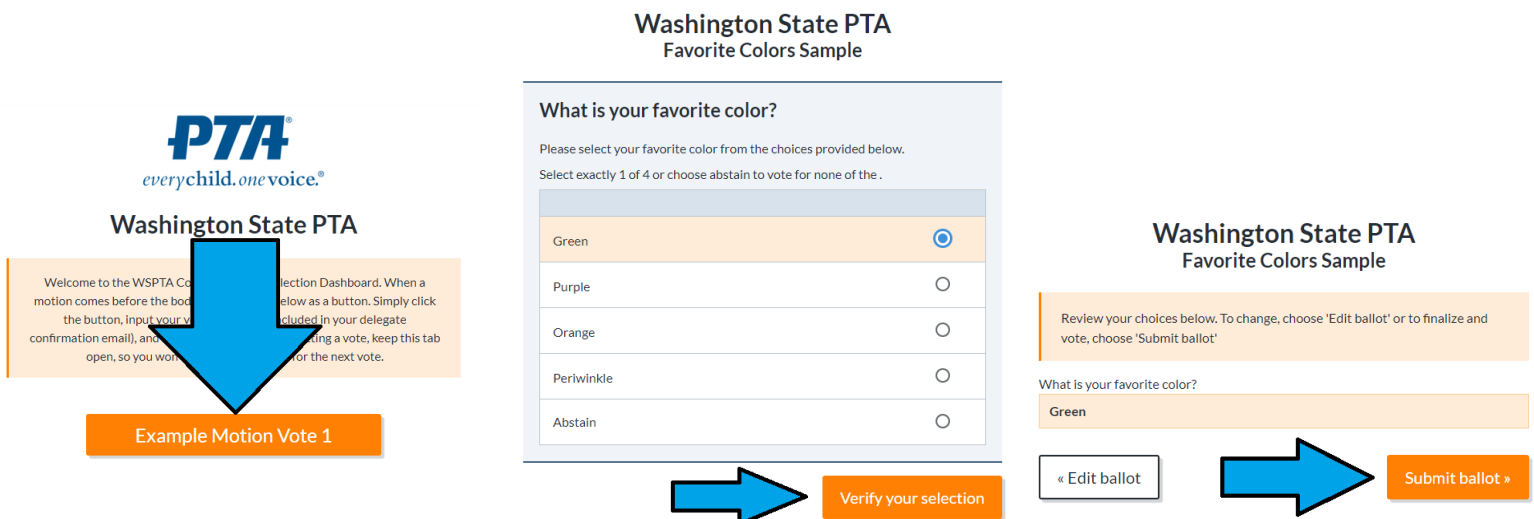
Minutes

29. The minutes of the annual business meeting shall be approved by a committee appointed by the Washington State PTA President.

ElectionBuddy Instructions

Every voting delegate will have received an email earlier this week containing their Voter Key and Passcode. Keep these credentials close at hand as they will be used to access the ballot for the weekend's votes. Here's a guide to accessing each vote, submitting a ballot, and preparing yourself for the next ballot.

1. Keep our election dashboard page open in your web browser. We will continue to share the URL throughout the meeting:
<https://secure.electionbuddy.com/m/abm23>
2. When the president declares a vote, a button will appear on the page indicating an active ballot. If you don't see the button pop up immediately, simply refresh the page. Click the button to access the ballot. (We will also post direct links to each vote in the Zoom chat).
3. If this is your first time opening a ballot, you will need to input your Access Key and Password. These were sent to you in an email on Wednesday at 10:30am (this email also included a link to a test vote). Note: As long as you keep the ElectionBuddy tab open throughout the meeting, you will not have to log in again after this first time.
4. Once logged in, you will see the ballot for the current question. Select your choice and press "Verify your selection."
5. Important! You must then click "Submit Ballot" for your vote to be counted. Afterward, follow the prompts to end up back at the Election Dashboard page, where a new ballot button will appear once the next vote begins.



2023-2025 WSPTA Board of Directors Candidates

Candidate for President
Angela Steck



Candidate for Vice President
Jay Pulacode



Candidate for Secretary
Melissa Stone (Self-declared)



Candidate for Finance Officer
Liz Nord



Candidate for Advocacy Director
Samantha Fogg



Candidate for FACE Director
Lizzy Sebring



Candidate for Leadership Director
Tori Emerson



Candidate for Membership Director
Jenn Talingo



Candidate for Programs Director
Betty Gibbins



Candidate for Area A Vice President
Lindsay Yost



Candidate for Area B Vice President
Jessica Smiddy



Candidate for Area C Vice President
Melissa Ebbeson



Candidate for Area D Vice President
Connie Andrews



Candidate for Area E Vice President
Craig Willis



Statements from each candidate and their PTA experience can be found at:
<https://wastatepta.org/convention/wspta-candidate-information/>

How Things Work

- Deadline to register: **April 12 at 12:00 pm (noon).**
- Deadline for local PTAs and Councils to verify delegates: **April 18 at 12:00 pm (noon).**
- Annual Business Meeting: **April 29 and 30.**
- Deadlines to submit motions to amend the standing rules is **April 29 at 8:00 am** and to amend bylaws proposals is **April 30 at 8:00 am**

Voting Delegates vs. Attendees

- **Attendee** - Any member of WSPTA may register for the 2023 annual business meeting. There is no cost to register and attend. Attendees who are not authorized as voting delegates by their local PTA or council president by the required April 18 12:00 pm deadline may attend, but not participate in the business being conducted.
- **Voting Delegate** - The voting delegate registration is free, but these members have been authorized as voting delegates by their local PTA or council president by the required April 18 12:00 pm deadline. Voting delegates participate in the debate and voting at the annual business meeting on April 29-30 on behalf of their local PTA or council as long as they have registered for the event by April 12 at 12:00 pm (noon).
- Only registered voting delegates may submit motions to amend standing rules or bylaws, as well as debate, speak, and vote during the meeting.

What will be voted on during the annual business meeting?

- Delegates will vote on adoption of the agenda and standing rules.
- Delegates will vote to elect the 2023-2025 WSPTA Board of Directors on April 29. See the [voting information](#) and [candidate information](#) webpages for more details.
- Delegates will vote on [proposed amendments to the WSPTA Uniform Bylaws](#) on April 30.

Code of Conduct

- To provide a safe and welcoming event free of harassment, all attendees and voting delegates will behave with decorum and civility throughout all parts of annual business meeting. Incivility, harassment, or discrimination of any kind will not be tolerated.
- The WSPTA President can take any necessary disciplinary measures to ensure a safe environment for all.

Bylaws Education and Q&A Sessions

- Education sessions are the best way for attendees to understand the proposed bylaws amendments. These are opportunities for delegates to learn and ask questions about the proposals, so they can fully participate in the debate and voting process.
- Presentations to educate delegates will take place both prior to (on April 18 at 6:30 pm) and during the annual business meeting on April 29. Delegates can choose which session to attend. [Preregistration for the April 18](#) education session is

required.

- Any attendee may participate in the bylaws education sessions. Only voting delegates (including student voting delegates) have the right to propose motions, speak in debate, ask questions, or vote at the annual business meeting.

Amendments

- The language of each proposed bylaws amendment (main motion) has already been reviewed by the Bylaws Committee, the WSPTA Parliamentarian, the WSPTA Board of Directors and legal counsel. However, a voting delegate may propose to change the language of the proposed bylaws amendments.
- **Motion Form:** Voting delegates must use an online form to submit all proposed motions: <http://bit.ly/2023MotionForm>
- **Format:** Motions to make amendments must clearly state what change(s) you want to happen. **Use the following language (add/insert and strike/delete) and format:**
"In bylaws proposal #2, after word "for" strike out the word "adoption" and insert the word "consideration."
- A motion to amend may only alter those words that are changing in the proposed bylaw amendment. These words are shown as underlined or struck through in the middle column of the three-column format in the voter guide. If it's not underlined or struck through, those words can't be changed in your motion to amend.
- Amendments should also try to stick to one focus at a time. For example, if there is a proposed bylaws amendment with multiple parts and a delegate would like to propose changes to two of them, it would be better to submit two separate amendments. The reason for this is that if delegates like one of the amendments but not the other the whole motion may fail if they are considered together.
- **Deadlines:** Amendments to the proposed standing rules must be submitted by **8:00 am on April 29**, and amendments to a proposed bylaws amendment may only be considered at the annual business meeting if they are submitted by a voting delegate to the amendments committee by **8:00 am on April 30** and reported to the assembly by the amendments committee.



Amendment Committee

- The amendments committee will review all motions to amend the proposed bylaws amendments submitted via the online submissions form and may work with amendment submitters to prepare suitable amendments that have the same effect as the proposed amendments.
- Amendments will be listed in a logical order to the delegates without a recommendation for action from the committee.
- The committee may decide not to report an amendment to the delegates with a 2/3 vote of the committee.



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- Each amendment that is not reported, along with the reason it was not reported, will be listed for voting delegates.
- Reasons an amendment may not be reported to the assembly include:
 - The amendment was not received by the advertised deadline.
 - The amendment was not submitted by a registered and authorized voting delegate.
 - The amendment conflicts with the laws, PTA purposes, values, vision, and mission or WSPTA or National PTA bylaws or standards of affiliation.
 - The amendment attempts to make a change that goes beyond the bylaw amendment published in the voter guide, such as amending words that are not underlined or struck through.
 - The amendment harms or negatively impacts WSPTA (including, but not limited to, legal, financial, volunteers and other resources, as well as implications to existing partnership and coalition agreements).
 - Amendments to correct grammar, spelling, punctuation, style, cross-references and make other technical changes will be handled by the committee, so amendments to correct these items are not in order.

Speech & Debate

- **See also [Flow Diagram of Bylaws Voting Process](#)**
- Voting delegates are encouraged to participate in the debate process!
- After the introduction of a proposed bylaws amendment, one voting delegate may speak in favor, followed by one voting delegate in opposition, followed by the consideration of motions to amend, followed by the remaining debate on the main motion.
- **Getting on the speaker list:** A voting delegate wishing to speak in favor of the proposal should type “Speak Pro”, and those wishing to speak against a proposal should type “Speak Con” into the **Zoom chat** to be added to the speaker list.
- To speak, voting delegates must first be recognized by the chair. After the chair recognizes the voting delegate, they should **state their name and local PTA/PTSA or council number**.
- Just as if this was an in-person meeting, a voting delegate may request to speak on a motion only after it has been introduced. The speakers list for each motion will not be open in advance.
- No voting delegate may speak more than twice on the pending motion, and no one may speak a second time until everyone who wants to has spoken once.
- Each speech in debate is limited to 90 seconds.

Making a Motion

- **Motion makers must get on the speaker list:** Once the main motion the voting delegate wishes to amend is introduced by the chair, a delegate who has submitted a motion using the online form will use the **Zoom chat** to indicate “make motion.”
- After recognition by the chair the voting delegate making the motion will be unmuted and will say, “I move that...” or “I

move to...” (stating what they want to be done).

- **Seconding a motion:** Before the motion can be discussed, it must be seconded by another voting delegate by typing “second” into the Zoom chat. The purpose of the second is to be sure that someone else wants to consider your idea. If there is no second, the matter is dropped and does not come before the meeting for decision.
- **Discussion:** Once a motion has been made and seconded, it will be restated by the chair and then the chair will ask for discussion.
- The maker of the motion will be the first person recognized to speak.
- **Secondary amendments** (motions to amend a motion) are permitted. A delegate wishing to make a secondary amendment will send the message “secondary amendment” and the motion using the **Zoom chat**. Secondary amendments should use the same (add/insert and strike/delete) format as shown above in the “Amendments” section. The Zoom chat monitor will add the name to the speaker list.
- If your motion is not relevant (germane), the chair will rule the motion out of order.
- When the first speaker pro (in favor) has finished speaking on a motion, if there are no amendments to consider and no one has requested to speak con (against), we’ll save time by taking the vote on the motion even if there are more people on the list to speak pro.

Points of Order/Inquiries

- A voting delegate who has a request for information, a parliamentary inquiry, or wishes to raise a point of order or a question of privilege shall type out and send the question or point of order/inquiry using the **Zoom Q&A** feature.
- The Points of Order/Inquiries monitor will either read it aloud when called on by the chair or address it by responding in the Q&A feature, as appropriate.
- If the question is not relevant to the motion currently under consideration (germane), the chair will rule the comments out of order at the current time.
- **Request for Information/Inquiry:**
 - If a voting delegate does not understand what is happening during the meeting, they may ask a question:
 - Sometimes the issues get confusing, and you do not know which motion is being discussed.
 - You may have a question on the effect of a vote under consideration.
 - The chair will take this up before recognizing the next speaker.
 - The inquiry must be a specific question to ask for factual information or to ask a procedural question.
 - An inquiry may not be used to make a point in rebuttal or to clarify a point made in debate.
 - Rhetorical questions are debate, not requests for information.
 - The chair will respond to your question or ask someone to answer, and there will be no discussion.
- **Points of Order:**
 - If a voting delegate believes a procedural rule is being violated or ignored, they may raise a point of order.



- Points of order will be ruled on by the chair, subject to appeal by the delegates.

Voting

- Voting delegates will vote on behalf of their local PTA/PTSA or council.
- Voting delegates will vote using links provided through the **ElectionBuddy** platform. A different method of voting may be used at the chair's discretion.
- Attendees who are not authorized voting delegates may not vote.
- The polls will remain open at least 30 seconds for each vote.

General Meeting Information

- Each attendee will be asked to set the name field in Zoom to their full name.
- Attendees will not be visible on screen and will be muted unless given speaking rights by the chair.

Campaign Materials

- No item supporting or opposing a candidate for election or a bylaws amendment under consideration by the delegates may be visible in the attendee's video feed.
- "Items" include, but are not limited to, anything visible on screen, such as clothing, shirts, hats/caps, buttons, signs/posters, virtual backgrounds, etc.



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Parliamentary Procedure Simplified

Debate

To do this:	Send to:	Send message:	When called on by the chair, unmute, state your name and PTA name and number , and:
Speak in favor (pro)	Zoom chat	Speak pro	Give your speech; 90-second limit
Speak against (con)	Zoom chat	Speak con	Give your speech; 90-second limit

Ranking motions

A motion in this list cannot be made if a motion above it is currently on the floor.

To propose:	Send motion to:	Wording of motion: (Also, if called on by the chair, state your name and PTA name and number , and say:)	Needs a second?	Open to debate?	Can be amended?	What vote is needed?
Adjourn a meeting	Zoom chat	I move that we adjourn.	Yes	No	No	Majority
Call an intermission	Zoom chat	I move that we recess for __ minutes.	Yes	No	Yes	Majority
End debate and amendments	Zoom chat	I move the previous question. (OR: I move to close debate.)	Yes	No	No	2/3
Extend debate	Zoom chat	I move to extend debate by __ speakers pro and con.	Yes	No	Yes	2/3
Postpone discussion until a specific time	Zoom chat	I move to postpone the discussion until...	Yes	Yes	Yes	Majority
Study a question in more detail	Zoom chat	I move to refer the matter to the ____ committee.	Yes	Yes	Yes	Majority
Amend a motion	Zoom chat	I move to amend the motion by...	Yes	Yes	Yes	Majority
Main motion	Zoom chat	I move to...	Yes	Yes	Yes	Majority

Other motions

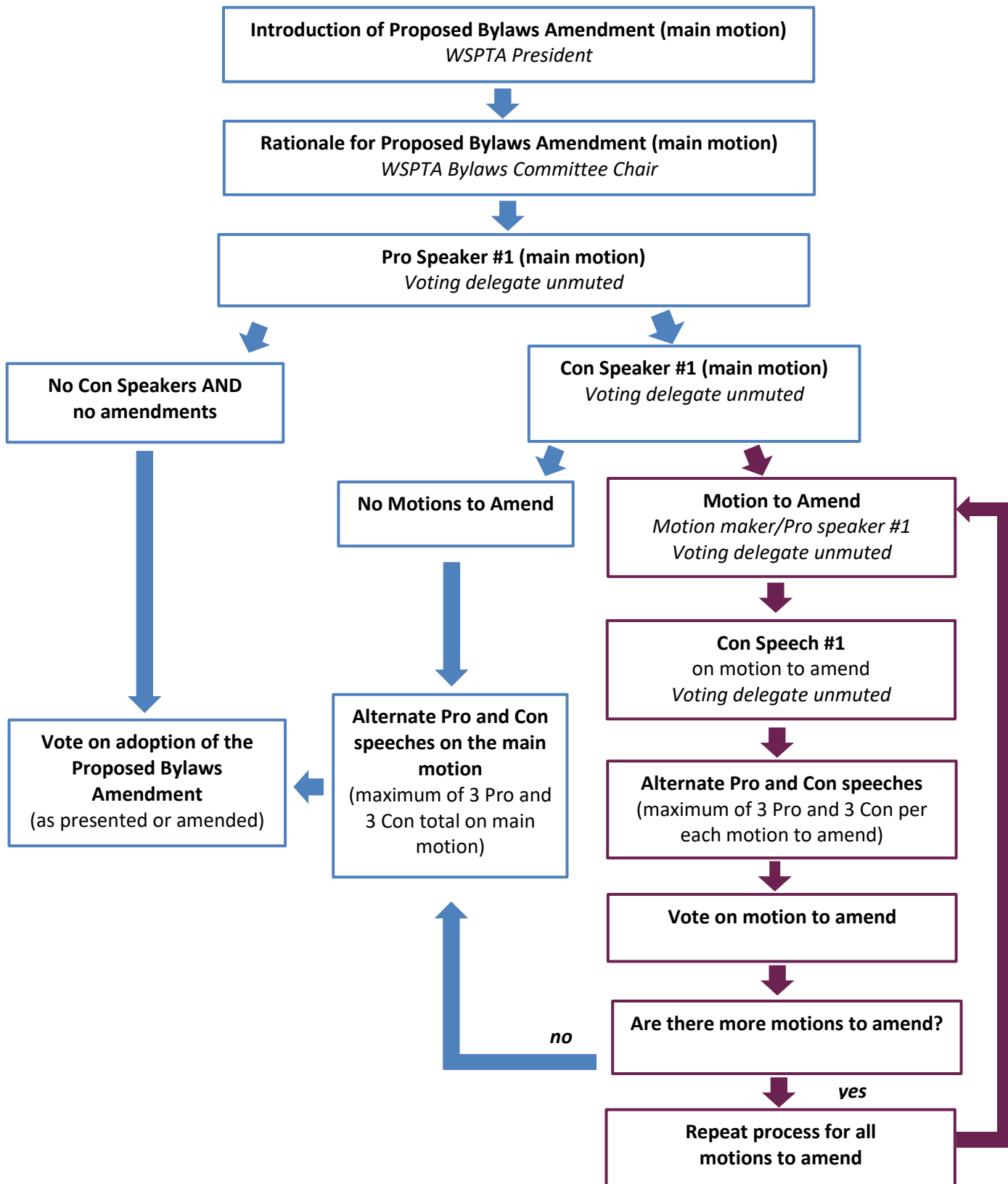
To do this:	Send motion to:	Wording of motion: (Also, if called on by the chair, state your name and PTA name and number , and say:)	Needs a second?	Open to debate?	Can be amended?	What vote is needed?
Suspend rules temporarily	Zoom chat	<i>I move to suspend the rules so that...</i>	Yes	No	No	2/3

Questions, points of order, appeals

To do this:	Send to:	Send message:	Needs a second?	Open to debate?	Can be amended?	What vote is needed?
Ask a question for information	Zoom Q&A	(Ask your question about the pending motion.)	No	No	No	No vote
Ask a question about the rules or process	Zoom Q&A	(Ask your question regarding rules or process.)	No	No	No	No vote
Complain about noise, etc.	Zoom Q&A	(State your concern.)	No	No	No	No vote
Protest breach of rules or conduct	Zoom Q&A	<i>Point of order!</i> (And then state which rules may have been broken or are not being enforced.)	No	No	No	No vote
Appeal a ruling by the chair	Zoom Q&A	<i>I appeal the chair's decision.</i>	Yes	Yes, usually	No	Majority



Flow Diagram of The Bylaws Voting Process



Proposed Amendments to the WSPTA Uniform Bylaws

Proposed bylaw amendment 1 – Remove duplicate text

Amend *WSPTA Uniform Bylaws* Article 2, Basic Policies, by striking out clause M.

Rationale:

During the work of the Bylaws Committee this year, it was noticed the same language for Robert's Rules is located in two locations in WSPTA Uniform Bylaws, Article 2 M and Article 13. It is advisable to avoid redundancy in Bylaws. After consultation with our Parliamentarian, it was determined that the best location to keep the language is in Article 13 – Parliamentary Authority. The proposal is to amend by striking the extra language in Article 2, Basic Policies, M.

Group(s) Affected: No impact.

Recommendation: To adopt

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
M. The rules contained in the current edition of "Robert's Rules of Order Newly Revised" or successor publication shall govern WSPTA and its constituent organizations where they are applicable and where they are not in conflict with these bylaws, the WSPTA articles of incorporation, or the Washington Nonprofit Corporation Act.	M. The rules contained in the current edition of "Robert's Rules of Order Newly Revised" or successor publication shall govern WSPTA and its constituent organizations where they are applicable and where they are not in conflict with these bylaws, the WSPTA articles of incorporation, or the Washington Nonprofit Corporation Act.	

Proposed bylaw amendment 2 – Remove duties of vice president of local PTA and council

Amend *WSPTA Uniform Bylaws* Article 5, Local PTAs and Councils, Section 7, Duties of officers– local PTA and council, by striking out subsection C, Vice President.

History and Rationale:

Convention 2022 members voted to remove the office of VP as a Bylaws requirement. To be consistent in the Bylaws, it has been proposed that mention of the duties of a Vice President for local PTAs and councils be removed from Article 5, Section 7 C.

Group(s) Affected: No impact.

Recommendation: To adopt

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
C. VICE PRESIDENT The duties of the local PTA or council vice president are as follows: 1. Preside at meetings in the absence of the president. 2. Act as assistant to the president.	C. VICE PRESIDENT The duties of the local PTA or council vice president are as follows: 1. Preside at meetings in the absence of the president. 2. Act as assistant to the president.	



Proposed bylaw amendment 3 – Change name from service delivery team to region service committee

This bylaw amendment is in 2 parts. Together, these parts form a complete proposal; a single vote should be taken on all parts.

History and Rationale:

Removing “Delivery Team” from “Service Delivery Team” and changing it to “Region Service Committee” is more reflective of the group and its purpose. There have been misunderstandings as to the purpose of, and failure to, recognize the Service Delivery Team as a WSPTA committee, chaired by the Region Director.

Group(s) Affected: WSPTA – No local PTA or council impact

Recommendation: To adopt

Proposed bylaw amendment 3.1

Amend *WSPTA Uniform Bylaws* Article 6, WSPTA Regions, Section 1, Region director duties, clauses A and B, by substituting:

- A. Appoint members of the region service committee with approval of the area vice president.
- B. Along with the region service committee, coordinate leadership development opportunities for councils and local PTAs in the region.

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
<p>Section 1 Region director duties Each region shall have a region director who shall:</p> <p>A. Along with the service delivery team, coordinate leadership development opportunities for councils and local PTAs in the region.</p> <p>B. Appoint members of the region service delivery team with approval of the area vice president.</p> <p>C. Attend the WSPTA board of directors’ meetings when requested.</p>	<p>Section 1 Region director duties Each region shall have a region director who shall:</p> <p>A. Along with the service delivery team, coordinate leadership development opportunities for councils and local PTAs in the region.</p> <p>B. A. Appoint members of the region service delivery team committee with approval of the area vice president.</p> <p>B. <u>Along with the region service committee, coordinate leadership development opportunities for councils and local PTAs in the region.</u></p> <p>C. Attend the WSPTA board of directors’ meetings when requested.</p>	<p>Section 1 Region director duties Each region shall have a region director who shall:</p> <p>A. Appoint members of the region service committee with approval of the area vice president.</p> <p>B. Along with the region service committee, coordinate leadership development opportunities for councils and local PTAs in the region.</p> <p>C. Attend the WSPTA board of directors’ meetings when requested.</p>

Proposed bylaw amendment 3.2 (conforming amendments)

Amend the *WSPTA Uniform Bylaws* by striking out “service delivery team” and inserting “region service committee” in the following locations:

- Article 7, section 3E, clause 3
- Article 7, section 4E, clause 4

Amend the *WSPTA Uniform Bylaws* by striking out “service delivery teams” and inserting “region service committees” in the following location:

- Article 7, section 4E, clause 2



Amend the *WSPTA Uniform Bylaws* by striking out “region service delivery team” and inserting “region service committee” in the following location:

- Article 6, section 2A

Proposed bylaw amendment 4 – Increase size of nominating committee

Amend *WSPTA Uniform Bylaws* Article 7, Washington State PTA, Section 2, Nominating committee – WSPTA, subsection A, by striking out “Three members shall be elected by ballot by the membership for a two-year term at the annual WSPTA convention in even-numbered years. A plurality vote shall elect. If only three candidates are nominated, the election may be by voice vote” and inserting “At least three members, but no more than five, shall be elected by ballot by the membership for a two-year term at the annual WSPTA convention in even-numbered years. A plurality vote shall elect. If only five candidates are nominated, the election may be by voice vote.”

Rationale:

This amendment is a step towards making space for more member representation on the Nominating Committee and having a voice in selecting candidates for WSPTA elected positions.

Group(s) Affected: WSPTA – No local PTA or council impact

Recommendation: To adopt

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
A. Two members of the WSPTA nominating committee shall be elected by the WSPTA board of directors in even numbered years for a term of two years at the first board meeting after the even-numbered year WSPTA convention. Three members shall be elected by ballot by the membership for a two-year term at the annual WSPTA convention in even-numbered years. A plurality vote shall elect. If only three candidates are nominated, the election may be by voice vote. A vacancy on the WSPTA nominating committee shall be filled as prescribed by WSPTA policy.	A. Two members of the WSPTA nominating committee shall be elected by the WSPTA board of directors in even numbered years for a term of two years at the first board meeting after the even-numbered year WSPTA convention. Three At least three members, but no more than five , shall be elected by ballot by the membership for a two-year term at the annual WSPTA convention in even-numbered years. A plurality vote shall elect. If only three five candidates are nominated, the election may be by voice vote. A vacancy on the WSPTA nominating committee shall be filled as prescribed by WSPTA policy.	A. Two members of the WSPTA nominating committee shall be elected by the WSPTA board of directors in even numbered years for a term of two years at the first board meeting after the even-numbered year WSPTA convention. At least three members, but no more than five, shall be elected by ballot by the membership for a two-year term at the annual WSPTA convention in even-numbered years. A plurality vote shall elect. If only five candidates are nominated, the election may be by voice vote. A vacancy on the WSPTA nominating committee shall be filled as prescribed by WSPTA policy.

Proposed bylaw amendment 5 – Clarify membership procedures and local PTA dues

This bylaw amendment is in 2 parts. Together, these parts form a complete proposal; a single vote should be taken on all parts.

Rationale:

These changes are intended to make it clear that WSPTA requires local PTAs to pay dues for each member that has filled out a registration form but removes WSPTA from the process of how the member pays (or doesn’t pay) for the membership at the local level. WSPTA is not receiving a portion of the payment to a local PTA, we are simply charging the local PTA a set amount per registered member. How the local PTAs obtain those dues is between them and their members. The intent of existing Bylaws has not changed; it has been rewritten for clarity.

Group(s) Affected: Local PTA or council – no new impacts

Recommendation: To adopt

Proposed bylaw amendment 5.1

Amend *WSPTA Uniform Bylaws* Article 4, Membership and Dues, Section 1, Membership – local PTA, by substituting:

Section 1 Membership – local PTA

Without discrimination, membership in each local PTA shall be open to anyone who supports the purposes and basic policies of the National PTA, WSPTA and the local PTA, and who has submitted a membership registration form and paid any dues required by the local PTA.

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
<p>Section 1 Membership – local PTA Without discrimination, membership in each local PTA shall be open to anyone who supports the purposes and basic policies of the National PTA, WSPTA and the local PTA, and who has paid dues required by the local PTA. Membership is established by:</p> <ul style="list-style-type: none">(i) Submitting a membership registration form to the local PTA, and(ii) Paying the required membership dues. Each member of a local PTA must pay annual membership dues as determined by the local PTA. Membership dues may be paid using subsidies as specified in WSPTA policy and the local PTA’s standing rules.	<p>Section 1 Membership – local PTA Without discrimination, membership in each local PTA shall be open to anyone who supports the purposes and basic policies of the National PTA, WSPTA and the local PTA, and who has <u>submitted a membership registration form and paid any</u> dues required by the local PTA. Membership is established by:</p> <ul style="list-style-type: none">(i) Submitting a membership registration form to the local PTA, and(ii) Paying the required membership dues. Each member of a local PTA must pay annual membership dues as determined by the local PTA. Membership dues may be paid using subsidies as specified in WSPTA policy and the local PTA’s standing rules.	<p>Section 1 Membership – local PTA Without discrimination, membership in each local PTA shall be open to anyone who supports the purposes and basic policies of the National PTA, WSPTA and the local PTA, and who has submitted a membership registration form and paid any dues required by the local PTA.</p>

Proposed bylaw amendment 5.2

Amend *WSPTA Uniform Bylaws* Article 4, Membership and Dues, Section 6, Dues, by substituting:

Section 6 Dues

Each local PTA shall enter all members who submit a membership registration form into the WSPTA membership database, and shall pay dues to WSPTA for each member, in accordance with state and federal nonprofit laws and regulations and WSPTA policy. The dues shall equal the amount payable to the National PTA as determined by the National PTA and the amount payable to WSPTA as determined by the WSPTA.

WSPTA dues are determined by a recommendation from the WSPTA board of directors and approved by a two-thirds vote of the voting delegates at the WSPTA convention.

Dues may be collected by a local PTA. The amount shall be determined by the local PTA’s membership.

Each supporting member of WSPTA shall pay annual dues directly to WSPTA. The amount of dues shall be determined by the WSPTA board of directors and shall include the amount payable to National PTA as determined by National PTA.

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
<p>Section 6 Dues Each local PTA shall pay annual dues reflecting the number of their registered memberships. The amount of dues shall include the portion</p>	<p>Section 6 Dues Each local PTA shall <u>enter all members who submit a membership registration form into the WSPTA membership database, and shall pay</u></p>	<p>Section 6 Dues Each local PTA shall enter all members who submit a membership registration form into the WSPTA membership database, and shall pay</p>

<p>payable to the National PTA as determined by the National PTA and the portion payable to WSPTA as recommended by the WSPTA board of directors and approved by a two-thirds vote of the voting delegates at the WSPTA convention. The WSPTA and National PTA portions of any dues collected shall be submitted to the WSPTA. Each local PTA shall pay annual dues reflecting the number of their registered memberships in accordance with state and federal nonprofit laws and regulations and WSPTA policy.</p> <p>Each supporting member of WSPTA shall pay annual dues directly to WSPTA. The amount of dues shall be determined by the WSPTA board of directors and shall include the amount payable to National PTA as determined by National PTA.</p>	<p><u>dues to WSPTA for each member, in accordance with state and federal nonprofit laws and regulations and WSPTA policy</u> pay annual dues reflecting the number of their registered memberships. The amount of dues shall include <u>equal</u> the portion <u>amount</u> payable to the National PTA as determined by the National PTA and the portion <u>amount</u> payable to WSPTA as <u>determined by the WSPTA.</u></p> <p><u>WSPTA dues are determined by a recommendation from</u> the WSPTA board of directors and approved by a two-thirds vote of the voting delegates at the WSPTA convention. The WSPTA and National PTA portions of any dues collected shall be submitted to the WSPTA. Each local PTA shall pay annual dues reflecting the number of their registered memberships in accordance with state and federal nonprofit laws and regulations and WSPTA policy.</p> <p><u>Dues may be collected by a local PTA. The amount shall be determined by the local PTA's membership.</u></p> <p>Each supporting member of WSPTA shall pay annual dues directly to WSPTA. The amount of dues shall be determined by the WSPTA board of directors and shall include the amount payable to National PTA as determined by National PTA.</p>	<p>dues to WSPTA for each member, in accordance with state and federal nonprofit laws and regulations and WSPTA policy. The dues shall equal the amount payable to the National PTA as determined by the National PTA and the amount payable to WSPTA as determined by the WSPTA.</p> <p>WSPTA dues are determined by a recommendation from the WSPTA board of directors and approved by a two-thirds vote of the voting delegates at the WSPTA convention.</p> <p>Dues may be collected by a local PTA. The amount shall be determined by the local PTA's membership.</p> <p>Each supporting member of WSPTA shall pay annual dues directly to WSPTA. The amount of dues shall be determined by the WSPTA board of directors and shall include the amount payable to National PTA as determined by National PTA.</p>
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Proposed bylaw amendment 6 – Change name from convention to annual meeting

This bylaw amendment is in 4 parts. Together, these parts form a complete proposal; a single vote should be taken on all parts.

History and Rationale:

With WSPTA's annual meeting being formally called "Convention" in Bylaws, it locks us into the name and makes it difficult to introduce a variation of the annual meeting, as business must currently be done during "Convention."

This is in *no* way doing away with the ability to use the term, "Convention" when referencing WSPTA spring conferences. This will allow us to open the opportunities for conducting the business portions of WSPTA in a different format while still able to use the term "Convention," if desired, to describe the annual training, networking, guest speakers, and awards and celebratory portions of the annual meetings.

Group(s) Affected: WSPTA

Recommendation: To adopt



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Proposed bylaw amendment 6.1

Amend *WSPTA Uniform Bylaws* Article 10, *WSPTA Convention*, Section 1, Meeting – convention, by substituting:

Section 1 Meeting – annual meeting

- A. WSPTA shall hold an annual meeting of delegates for the purpose of electing officers and conducting other business important to the management of the association.
- B. The date, place, and registration fee for the annual meeting shall be determined by the WSPTA board of directors.
- C. Written or electronic notice of the place, date, and time of the annual meeting shall be sent to all WSPTA members at least 10 but not more than 60 days before the meeting date.
- D. Only items approved by the WSPTA president or executive director shall be displayed, distributed, or offered for sale at the annual meeting. This includes paper and digital publications.

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
Section 1 Meeting – convention A. The annual meeting of the members of WSPTA shall be known as the WSPTA convention. B. The date, place, and registration fee for the convention shall be determined by the WSPTA board of directors. C. Written or electronic notice of the place, date, and time of the convention shall be sent to all WSPTA members at least ten but not more than 60 days prior to the opening day of the convention. D. Only those publications approved by the WSPTA president or executive director shall be displayed, distributed, or offered for sale at the convention.	Section 1 Meeting – convention annual meeting A. The annual meeting of the members of WSPTA shall be known as the WSPTA convention. A. WSPTA shall hold an annual meeting of delegates for the purpose of electing officers and conducting other business important to the management of the association. B. The date, place, and registration fee for the convention annual meeting shall be determined by the WSPTA board of directors. C. Written or electronic notice of the place, date, and time of the convention annual meeting shall be sent to all WSPTA members at least ten 10 but not more than 60 days prior to the opening day of the convention before the meeting date . D. Only those publications items approved by the WSPTA president or executive director shall be displayed, distributed, or offered for sale at the convention annual meeting . This includes paper and digital publications.	Section 1 Meeting – annual meeting A. WSPTA shall hold an annual meeting of delegates for the purpose of electing officers and conducting other business important to the management of the association. B. The date, place, and registration fee for the annual meeting shall be determined by the WSPTA board of directors. C. Written or electronic notice of the place, date, and time of the annual meeting shall be sent to all WSPTA members at least 10 but not more than 60 days before the meeting date. D. Only items approved by the WSPTA president or executive director shall be displayed, distributed, or offered for sale at the annual meeting. This includes paper and digital publications.

Proposed bylaw amendment 6.2

Amend *WSPTA Uniform Bylaws* Article 7, *Washington State PTA*, Section 4, Duties of officers – WSPTA, subsection D, item 3, by striking out “pre-convention meeting of the WSPTA board of directors for adoption” and inserting “WSPTA board of directors for adoption prior to May 31.”

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
D. FINANCE OFFICER The WSPTA finance officer shall: 3. Submit a proposed budget to the pre-convention meeting of the	D. FINANCE OFFICER The WSPTA finance officer shall: 3. Submit a proposed budget to the pre-convention meeting of the WSPTA board of directors for	D. FINANCE OFFICER The WSPTA finance officer shall: 3. Submit a proposed budget to the WSPTA board of directors for adoption prior to May 31.



WSPTA board of directors for adoption.	adoption <u>WSPTA board of directors for adoption prior to May 31.</u>	
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Proposed bylaw amendment 6.3

Amend *WSPTA Uniform Bylaws* Article 7, Washington State PTA, Section 5, Executive committee – WSPTA, subsection A, by striking out “first regularly scheduled board of directors meeting following the WSPTA convention” and inserting “June board meeting”.

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
A. The WSPTA executive committee shall consist of the president, vice president, secretary, finance officer and one member of the board of directors elected for a term ending on May 31 following the board member’s election to the executive committee. This member shall be elected by the area vice presidents and state directors at the first regularly scheduled board of directors meeting following the WSPTA convention. A majority of those currently serving on the WSPTA executive committee shall constitute a quorum.	A. The WSPTA executive committee shall consist of the president, vice president, secretary, finance officer and one member of the board of directors elected for a term ending on May 31 following the board member’s election to the executive committee. This member shall be elected by the area vice presidents and state directors at the first regularly scheduled board of directors meeting following the WSPTA convention <u>June board meeting.</u> A majority of those currently serving on the WSPTA executive committee shall constitute a quorum.	A. The WSPTA executive committee shall consist of the president, vice president, secretary, finance officer and one member of the board of directors elected for a term ending on May 31 following the board member’s election to the executive committee. This member shall be elected by the area vice presidents and state directors at the June board meeting. A majority of those currently serving on the WSPTA executive committee shall constitute a quorum.

Proposed bylaw amendment 6.4 (conforming amendments)

Amend the *WSPTA Uniform Bylaws* by striking out “convention” and inserting “annual meeting” in the following locations:

- Article 2, item K
- Article 4, section 6
- Article 7, section 2A, first sentence
- Article 7, section 2E
- Article 7, section 3F
- Article 7, section 4C, item 1
- Article 9, section 5C
- Article 10 title
- Article 10, section 2 title
- Article 10, section 2D2
- Article 10, section 2E
- Article 10, section 3 title
- Article 10, section 3
- Article 10, section 4 title
- Article 10, section 4A
- Article 10, section 4B
- Article 10, section 5 title
- Article 10, section 5A
- Article 10, section 5B
- Article 10, section 5C
- Article 12, section 1, two instances

Amend the *WSPTA Uniform Bylaws* by striking out “convention” and inserting “the annual meeting” in the following locations:

- Article 10, section 2D1
- Article 10, section 2D3
- Article 10, section 2D4
- Article 10, section 2F

Amend the *WSPTA Uniform Bylaws* by striking out “annual WSPTA convention” and inserting “WSPTA annual meeting” in the following locations:

- Article 7, section 2A, second sentence
- Article 7, section 3B

Amend the *WSPTA Uniform Bylaws* by striking out “to the next convention” and inserting “at the next annual meeting” in the following location:

- Article 12, section 2

Amend the *WSPTA Uniform Bylaws* by striking out “conventions” and inserting “meetings of delegates” in the following location:

- Article 7, section 6E

Proposed bylaw amendment 7 – Diversity, equity, inclusion training for officers

Amend *WSPTA Uniform Bylaws* Article 7, Washington State PTA, Section 6, Board of directors – WSPTA, by adding a new subsection:

- F. Ongoing annual training shall include Diversity, Equity, Inclusion; PTA and the Law; and Executive Leadership Development for the elected officers of the Board of Directors.

Rationale:

It is advisable for the Board of Directors to show commitment as a Board to advancing the Diversity, Equity, Inclusion (DEI) efforts. As there are already training requirements for local and council leaders, yet none for the board of directors, this is a great opportunity to introduce not just DEI but regular ongoing training for those serving on the board.

Group(s) Affected: WSPTA elected officers – No local PTA or council impact

Recommendation: To adopt

<u>Current Wording</u>	<u>Proposed Amendment</u>	<u>If Adopted, Will Read</u>
	F. <u>Ongoing annual training shall include Diversity, Equity, Inclusion; PTA and the Law; and Executive Leadership Development for the elected officers of the Board of Directors.</u>	F. Ongoing annual training shall include Diversity, Equity, Inclusion; PTA and the Law; and Executive Leadership Development for the elected officers of the Board of Directors.

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