

Voters' Guide Information

During the annual Washington State PTA (WSPTA) Annual Meeting, voting delegates will consider 12 amendments to the *Washington State PTA Uniform Bylaws* and one new and two amended resolutions. Changes are shown as a ~~strikethrough~~ for deletions and as **bold/underlined font** for additions. Any voting delegate wishing to submit at motion to amend the proposed bylaws amendments must first attend a Bylaws Education or Amendment Writing Lab session during the WSPTA Convention. **The deadline for submitting amendments is May 18 at 1pm.**

Proposed Bylaws Amendments

The *Washington State PTA Uniform Bylaws* are the rules adopted by members of Washington State PTA for the operation of WSPTA, local PTAs and councils. They provide an outline of our basic purposes, a structure for the governance of the association, and a description of the rights and responsibilities of membership. Amendments to the *WSPTA Uniform Bylaws* are effective on July 1 after the annual meeting at which they were adopted.

[Bylaw Amendment 1](#) – Termination of Membership

[Bylaw Amendment 2](#) – Chartering Outside Organizations

[Bylaw Amendment 3](#) – Changing the Position of WSPTA Finance Officer to WSPTA Treasurer

[Bylaw Amendment 4](#) – Creating WSPTA Field Service Director Positions - Eliminating Area Vice President Positions

[Bylaw Amendment 5](#) – Use of Debit and/or Secured Credit Cards by Local PTAs and Councils

[Bylaw Amendment 6](#) – Clarification of Importance of *WSPTA Uniform Bylaws* and Consideration for Charter Revocation

[Bylaw Amendment 7](#) – Local PTA and Council Officer Terms

[Bylaw Amendment 8](#) – Addressing Harassment and Bullying

[Bylaw Amendment 9](#) – Clarification of Local PTA and Council Nominating Committee Participants

[Bylaw Amendment 10](#) – Clarification of Meeting Types for Local PTAs and Councils

[Bylaw Amendment 11](#) – Local PTA/Council Nominating Committee - Declare Elected

[Bylaw Amendment 12](#) – Define Membership Term of WSPTA

Proposed Resolutions

Resolutions are a long-term part of our legislative platform that guides state and local advocacy work for WSPTA and its local PTAs and councils. Delegates have the opportunity to adopt new resolutions or amend existing resolutions.

The only parts of the resolutions that will be open for amendment and debate are the title and resolved clauses for the new resolution, and the parts in **shaded boxes** in the amended resolutions. While they are not voted on by the delegates, the resolutions committee has provided the whereas clauses as they will appear or would be amended to give delegates additional information to inform their vote. If a resolved clause of a resolution is amended by delegates, the resolutions committee will edit the whereas clause(s) as necessary.

New and amended resolutions are added to our platform immediately after the annual meeting.

[#1 Proposed New Resolution](#) – Promoting Civics Education, Voter Registration, and Voting

[#2 Proposed Amended Resolution](#) – 18.45 High-Quality Preschool to Third Grade Early Learning

[#3 Proposed Amended Resolution](#) – 2.28 Traumatic Brain Injuries

Proposed Amendments to the *WSPTA Uniform Bylaws* [\[back to top\]](#)

Changes are shown as a ~~strike through~~ for deletions and as **bold/underlined font** for additions.

Some bylaw amendments, if passed, will include an update to *WSPTA Policy*. To better inform voting delegates, these [policy updates](#) are shown at the end of this document. If the associated bylaw amendment is not passed by voting delegates, these policy changes will not be instituted.

Bylaw Amendment #1	Termination of Membership
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	Proposed bylaw amendment #1 is in three parts. Together these parts form a complete proposal; a single vote should be taken on all parts. The rationale for all parts follows amendment 1.3.
Bylaw Amendment #1.1	
Bylaws Article, Section, and page #	Article 4 Membership and Dues, Section 1 Membership – local PTA <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 6
Current Bylaws Language	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.
Proposed Amendment 1.1	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>provided however, that any individual whose membership was terminated by WSPTA under Section 7 shall be ineligible for membership in any other local PTA in Washington, or as a supporting member of WSPTA, unless and until such individual is accepted for reinstatement by a two-thirds (2/3) vote of the WSPTA Board of Directors.</u>
If adopted, will read	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; provided however, that any individual whose membership was terminated by WSPTA under Section 7 shall be ineligible for membership in any other local PTA in Washington, or as a supporting member of WSPTA, unless and until such individual is accepted for reinstatement by a two-thirds (2/3) vote of the WSPTA Board of Directors.
Bylaw Amendment #1.2	
Bylaws Article, Section, and page #	Article 4 Membership and Dues – Inserting a new Section 7 <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 6
Current Bylaws Language	None
Proposed Amendment 1.2	<u>Section 7 Termination of Membership</u> <u>An individual’s membership in WSPTA may be terminated by a two-thirds (2/3) vote of the WSPTA board of directors for conduct that may damage the value and</u>

	<u>goodwill associated with WSPTA, or violates the purposes, policies, or bylaws of WSPTA or a constituent association. Details on the termination and reinstatement processes are included in current WSPTA Policy.</u>
If adopted, will read	Section 7 Termination of Membership An individual’s membership in WSPTA may be terminated by a two-thirds (2/3) vote of the WSPTA board of directors for conduct that may damage the value and goodwill associated with WSPTA, or violates the purposes, policies, or bylaws of WSPTA or a constituent association. Details on the termination and reinstatement processes are included in current <i>WSPTA Policy</i> .
Bylaw Amendment #1.3	
Bylaws Article, Section, and page #	Article 5 Local PTAs and Councils, Section 2 Basic Policies – Local PTA and Council, Subsection I <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 7
Current Bylaws Language	I. Each local PTA and council shall adopt standing rules for the governance of its organization.
Proposed Amendment 1.3	I. Each local PTA and council shall adopt standing rules for the governance of its organization. <u>Local PTA standing rules shall provide for a mechanism to admit and remove members. The process for removing a member (membership termination) is found in current WSPTA Policy. In addition, each local PTA shall notify the WSPTA board of directors within 5 business days if the membership of any member was terminated by a local PTA.</u>
If adopted, will read	I. Each local PTA and council shall adopt standing rules for the governance of its organization. Local PTA standing rules shall provide for a mechanism to admit and remove members. The process for removing a member (membership termination) is found in current <i>WSPTA Policy</i> . In addition, each local PTA shall notify the WSPTA board of directors within 5 business days if the membership of any member was terminated by a local PTA.
Rationale	<p>Currently, there is no recourse to remove members who damage a local PTA or WSPTA, or who violate standing rules/bylaws, policies, principles, or procedures.</p> <p>Washington state nonprofit law (RCW 24.03A.375) and National PTA Bylaws allow for permanent termination of individual memberships, under certain conditions. National PTA requires the state PTA to have a bylaw for termination to consider the request at the National level.</p> <p>Legal counsel has recommended that the <i>WSPTA Uniform Bylaws</i> be amended to explicitly state that both local PTAs and/or WSPTA can permanently terminate an individual membership should that individual’s conduct be damaging to PTA. Legal counsel has also recommended a process for reinstatement of membership after termination at the state level.</p> <p>If these amendments are approved, there will be a detailed section of <i>WSPTA Policy</i> dedicated to the procedure that must be followed. Specific steps for local PTAs or WSPTA to terminate a membership will be included and will protect against any misuse of the ability to terminate memberships. Termination of individual membership would be considered only after all other avenues of conflict mediation are exhausted.</p>

Group(s) Affected if adopted	WSPTA and Local PTAs. Local PTAs will need to update their standing rules to allow for termination of membership.
WSPTA Policy Update	Policy 2.7.2 Termination of membership and reinstatement
Bylaw Amendment #2	Chartering Outside Organizations
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part
Bylaws Article, Section, and page #	Article 2 Basic Policies - Inserting a new subsection D <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Pages 3-4
Current Bylaws Language	None
Proposed Amendment	<u>D. WSPTA and its constituent organizations may collaborate with other organizations, as prescribed in <i>WSPTA Policy</i>, but shall not be fiscal agents, fiscal sponsors, or sign a sponsorship or charter agreement with any outside organization or agency.</u>
If adopted, will read	D. WSPTA and its constituent organizations may collaborate with other organizations, as prescribed in <i>WSPTA Policy</i> , but shall not be fiscal agents, fiscal sponsors, or sign a sponsorship or charter agreement with any outside organization or agency.
Rationale	<p>There is currently no guidance in our bylaws regarding local PTAs or councils chartering or becoming fiscal sponsors of outside organizations. By entering into an agreement such as this, a local PTA or council can open itself up to serious financial, legal, and reputational risks.</p> <p>Legal counsel has recommended that the <i>WSPTA Uniform Bylaws</i> be amended to prohibit the chartering of outside organizations.</p> <p>While National PTA does not have an official position encouraging or discouraging the practice, they currently do not recommend chartering outside organizations. NPTA recommends that local PTAs and councils determine if their state PTA has addressed the question of chartering and has taken a position.</p> <p>In addition to the bylaw amendment regarding prohibiting the chartering of an outside organization, a section of policy has been created to give local PTAs and councils best practices for collaborating with outside organizations including an appendix dedicated specifically to working with scouting organizations.</p>
Group(s) Affected if adopted	WSPTA, local PTAs, and councils
WSPTA Policy Update	3.12 Collaborating with Outside Organizations
Bylaw Amendment #3	Changing the Position of WSPTA Finance Officer to WSPTA Treasurer
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	Proposed bylaw amendment #3 is in two parts. Together these parts form a complete proposal; a single vote should be taken on all parts. The rationale for all parts follows amendment 3.2.
Bylaw Amendment #3.1	
Bylaws Article, Section, and page #	Article 7 Washington State PTA, Section 4 Duties of Officers – WSPTA, subsection D <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 15
Current Bylaws Language	D. FINANCE OFFICER The WSPTA finance officer shall:

	<ol style="list-style-type: none"> 1. Chair the WSPTA corporate finance committee. 2. Serve as WSPTA’s whistleblower compliance officer. 3. Submit a proposed budget to the WSPTA board of directors for adoption prior to May 31.
Proposed Amendment 3.1	<p>D. FINANCE OFFICER <u>TREASURER</u></p> <p>The WSPTA finance officer <u>treasurer</u> shall:</p> <ol style="list-style-type: none"> 1. Chair the WSPTA corporate finance committee. 2. Serve as WSPTA’s whistleblower compliance officer. 3. Submit a proposed budget to the WSPTA board of directors for adoption prior to May 31. <u>4. Keep a full and accurate account of the funds of WSPTA.</u> <u>5. Work with staff to ensure proper internal controls are in place to secure the funds and financial holdings of WSPTA.</u>
If adopted, will read	<p>D. TREASURER</p> <p>The WSPTA treasurer shall:</p> <ol style="list-style-type: none"> 1. Chair the WSPTA corporate finance committee. 2. Serve as WSPTA’s whistleblower compliance officer. 3. Submit a proposed budget to the WSPTA board of directors for adoption prior to May 31. 4. Keep a full and accurate account of the funds of WSPTA. 5. Work with staff to ensure proper internal controls are in place to secure the funds and financial holdings of WSPTA.
Bylaw Amendment #3.2	
Bylaws Article, Section, and page #	Article 7, Section 3A ; Article 7, Section 3E2 ; Article 7, Section 5A <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Pages 13-16
Proposed Amendment 3.2	<p>Conforming edits:</p> <p>Strike out “finance officer” and insert “<u>treasurer</u>” in the following locations:</p> <p>Article 7, Section 3A Article 7, Section 3E2 Article 7, Section 5A</p>
Rationale	<p>This bylaw amendment would change the title of WSPTA Finance Officer to WSPTA Treasurer to align with currently existing local PTA and council positions. The change would also align with other state PTAs that have a treasurer role creating a support network for whoever is in this position.</p> <p>This would not only be a title change, but the position would also move from a focus on oversight duties to a more direct role in the financial transactions of WSPTA.</p> <p>Over the past few years, a reduction in personnel has led to the remaining WSPTA staff needing to take on more financial duties. This change would remove some of their day-to-day workload. Updating the responsibilities of the position would not take all the financial duties off WSPTA staff. Working with WSPTA staff and the contracted accountant would still be important to maintaining the internal controls required to protect our organization.</p> <p>Moving from Finance Officer to Treasurer would also change the perception of the role and make it easier to seek out potential candidates for the office. As it stands now, our local PTA and council leaders are familiar with the name and duties of a</p>

	<p>treasurer. When they hear the title Finance Officer and see that the duties are more oversight based, they don't connect with it or struggle to see themselves in that role.</p> <p>If this bylaws amendment is adopted, the change would go into effect for the 2025-2027 Board of Directors term. Between the bylaw passing and the election, the Board of Directors would work with WSPTA staff to update policies and internal job duty documents for the position.</p>
Group(s) Affected if adopted	WSPTA
WSPTA Policy Update	None
Bylaw Amendment #4	Creating WSPTA Field Service Director Positions - Eliminating Area Vice President Positions
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	Proposed bylaw amendment #4 is in four parts. Together these parts form a complete proposal; a single vote should be taken on all parts. The rationale for all parts follows amendment 4.4.
Bylaw Amendment #4.1	
Bylaws Article, Section, and page #	Article 7 Washington State PTA, Section 3 Officers and their election – WSPTA, subsection A <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 13
Current Bylaws Language	A. The officers of WSPTA are president, vice president, five area vice presidents, secretary, finance officer, advocacy director, family and community engagement director, leadership director, membership director and program director.
Proposed Amendment 4.1	A. The officers of WSPTA are president, vice president, five area vice presidents , secretary, finance officer, advocacy director, family and community engagement director, two field service directors , leadership director, membership director and program director.
If adopted, will read	A. The officers of WSPTA are president, vice president, secretary, finance officer, advocacy director, family and community engagement director, two field service directors, leadership director, membership director and program director.
Bylaw Amendment #4.2	
Bylaws Article, Section, and page #	Article 7 Washington State PTA, Section 3 Officers and their election, subsection E(3) <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 14
Current Bylaws Language	E (3) For the office of area vice president, a member shall reside within the geographic area to be represented and before taking office shall have served on the WSPTA board of directors for at least one year, or as a region director for at least one year, or as a council president for two years, or on a region service committee for two years.
Proposed Amendment 4.2	E (3) For the office of area vice president field service director , a member shall reside within the geographic area to be represented Washington state and before taking office shall have served on the WSPTA board of directors for at least one year, or as a region director for at least one year, or as a council president for two years, or on a region service committee for two years. The two field service directors shall reside in different WSPTA regions.
If adopted, will read	E (3) For the office of field service director, a member shall reside within Washington state and before taking office shall have served on the WSPTA board of directors for

	at least one year, or as a region director for at least one year, or as a council president for two years, or on a region service committee for two years. The two field service directors shall reside in different WSPTA regions.
Bylaw Amendment #4.3	
Bylaws Article, Section, and page #	Article 7 Washington State PTA, Section 4 Duties of Officers – WSPTA, subsection E(1) <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Pages 15-16
Current Bylaws Language	E (1) Represent the members in their respective geographic areas to the WSPTA board of directors.
Proposed Amendment 4.3	E (1) Represent the members in their respective geographic areas assigned regions to the WSPTA board of directors.
If adopted, will read	E (1) Represent the members in their assigned regions to the WSPTA board of directors.
Bylaw Amendment #4.4	
Bylaws Article, Section, and page #	Article 6, Section 1A ; Article 6, Section 2B ; Article 7, Section 4 ^E ; Article 7, Section 5A ; Article 7, Section 5B <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Pages 12-16
Proposed Amendment 4.4	Conforming edits: Strike out “area vice president” and insert “field service director” in the following locations: Article 6, Section 1A Article 6, Section 2B Article 7, Section 4E Article 7, Section 5A Article 7, Section 5B
Rationale	<p>This bylaw amendment would eliminate the area vice president position and create the position of field service director. This position change aligns with National PTA and many other state PTAs.</p> <p>The field service director position would focus on WSPTA governance, support and sustainability of region directors and the region service committees and reduce the current redundancy that exists between the area vice president and region director positions. This change would preserve region directors and region service committees allowing them to continue to serve local PTAs and councils as the leaders who know them best in their geographic areas. An added benefit of this change would be cost savings acquired due to having to fund fewer Board of Directors members to attend events and meetings.</p> <p>If this bylaws amendment passes, the change would go into effect for the 2025-2027 Board of Directors term. The updated duties of the WSPTA field service director will be laid out in <i>WSPTA Policy</i>, including region assignments for the position.</p>
Group(s) Affected if adopted	WSPTA
<i>WSPTA Policy Update</i>	None
Bylaw Amendment #5	Use of Debit and/or Secured Credit Cards by Local PTAs and Councils
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part

Bylaws Article, Section, and page #	Article 5 Local PTAs and Councils, Section 2 Basic Policies – local PTA and council, Subsection F <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 7
Current Bylaws Language	Use of a PTA debit card, credit card, or ATM card to disburse local PTA or council funds is not permitted. Online banking is allowed in accordance with rules prescribed by <i>WSPTA policy</i> .
Proposed Amendment	Use of a PTA debit card, credit card, or ATM card to disburse local PTA or council funds is not permitted. Online banking is allowed in accordance with rules prescribed by <i>WSPTA policy</i>. <u>The use of a PTA debit card, PTA secured credit card, and/or online banking to disperse funds is permitted by a local PTA or council only when included in the standing rules as approved by the membership. Procedures for use of debit or secured credit cards and/or online banking can be found in current <i>WSPTA Policy</i>.</u>
If adopted, will read	The use of a PTA debit card, PTA secured credit card, and/or online banking to disperse funds is permitted by a local PTA or council only when included in the standing rules as approved by the membership. Procedures for use of debit or secured credit cards and/or online banking can be found in current <i>WSPTA Policy</i> .
Rationale	Financial limitations are a barrier for many to participate in PTA knowing they may have to front large expenses. There are many vendors and companies that only take payment via electronic means or via credit card. Secured credit cards and debit cards will allow a fiscally responsible PTA to utilize these services to take the burden off PTA officers, board members and chairs from worrying about reimbursement for expenses. If this bylaw amendment is approved, it will require local PTAs and councils to change their standing rules to allow for the use of a secured credit card/debit card/online banking. In addition, if this bylaw amendment is approved, an update to <i>WSPTA Policy</i> regarding the use of debit cards, secured credit cards and online banking will be put into place.
Group(s) Affected if adopted	Local PTAs and Councils. Local PTAs and councils will need to update their Standing Rules if they choose to allow the use of online banking, debit and/or secured credit cards.
<i>WSPTA Policy</i> Update	3.11 Digital Financial Transactions
Bylaw Amendment #6	Clarification of Importance of <i>WSPTA Uniform Bylaws</i> and Consideration for Charter Revocation
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	Proposed bylaw amendment #6 is in two parts. Together these parts form a complete proposal; a single vote should be taken on all parts. The rationale for all parts follows amendment 6.2.
Bylaw Amendment #6.1	
Bylaws Article, Section, and page #	Article 2 Basic Policies, Subsection J <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 4
Current Bylaws Language	J. The WSPTA board of directors reserves the right to revoke a local PTA or council charter if the local PTA or council violates the ethics, policies, or principles of PTA.

Proposed Amendment 6.1	J. The WSPTA board of directors reserves the right to revoke a local PTA or council charter if the local PTA or council violates the <u>WSPTA Uniform Bylaws</u> , ethics, policies, or principles of PTA.
If adopted, will read	J. The WSPTA board of directors reserves the right to revoke a local PTA or council charter if the local PTA or council violates the <i>WSPTA Uniform Bylaws</i> , ethics, policies, or principles of PTA.
Bylaw Amendment #6.2	
Bylaws Article, Section, and page #	Article 7 Washington State PTA, Section 6 Board of Directors – WSPTA, Subsection E 6 <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 17
Current Bylaws Language	6. May revoke a local PTA or council charter if the local PTA or council violates the ethics, policies, or principles of PTA.
Proposed Amendment 6.2	6. May revoke a local PTA or council charter if the local PTA or council violates the <u>WSPTA Uniform Bylaws</u> , ethics, policies, or principles of PTA.
If adopted, will read	6. May revoke a local PTA or council charter if the local PTA or council violates the <i>WSPTA Uniform Bylaws</i> , ethics, policies, or principles of PTA.
Rationale	<p>Currently, the <i>WSPTA Uniform Bylaws</i> do not explicitly state that our affiliated local PTAs and councils must follow the bylaws and that not doing so is grounds for revoking their charters. This amendment gives clarification and underscores the importance of the <i>WSPTA Uniform Bylaws</i> established in state nonprofit law.</p> <p>Because of the proposed amendment of Article 2 – Basic Policies, Subsection J allowing for revocation of charter due to violating the <i>WSPTA Uniform Bylaws</i>, language must be updated elsewhere for consistency. The second part of this amendment gives the WSPTA Board of Directors the power to take this into consideration when contemplating revoking a charter.</p>
Group(s) Affected if adopted	WSPTA
WSPTA Policy Update	None
Bylaw Amendment #7	Local PTA and Council Officer Terms
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part
Bylaws Article, Section, and page #	Article 5 Local PTAs and Councils, Section 6 Officers and their election – Local PTA and council, Subsections B and C. <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 9
Current Bylaws Language	<p>B. The local PTA and council officers shall be elected by ballot prior to the end of the fiscal year for a term of one year and until their successors are elected. A majority vote is necessary to elect. The election may be by voice vote if only one candidate is nominated for an office.</p> <p>C. A member may not serve more than two consecutive terms in the same office. An officer having served eight or more months shall be considered to have served a full term.</p>
Proposed Amendment	B. The local PTA and council officers shall be elected by ballot prior to the end of the fiscal year for a term of one year <u>no more than two consecutive years</u> and until their successors are elected. A majority vote is necessary to elect. The election may be by voice vote if only one candidate is nominated for an office. The term of office,

	<p><u>whether one year or two years, must be specified in the local PTA or council standing rules.</u></p> <p>C. A member may not serve more than two consecutive terms fiscal years in the same office. An officer having served eight or more months <u>in the same fiscal year</u> shall be considered to have served a full term year.</p>
If adopted, will read	<p>B. The local PTA and council officers shall be elected by ballot prior to the end of the fiscal year for a term of no more than two consecutive years and until their successors are elected. A majority vote is necessary to elect. The election may be by voice vote if only one candidate is nominated for an office. The term of office, whether one year or two years, must be specified in the local PTA or council standing rules.</p> <p>C. A member may not serve more than two consecutive fiscal years in the same office. An officer having served eight or more months in the same fiscal year shall be considered to have served a full year.</p>
Rationale	<p>WSPTA elects their officers for a term of two years. Allowing local PTAs and councils the option of 2-year elected terms would give them more flexibility to set the term length of their officers that would best serve their community. Local PTAs and councils would also have the 2-year cycle modeled to them when they learn about and participate/vote in WSPTA's election process.</p> <p>Local PTAs and councils would need to change their standing rules to designate their officer terms.</p>
Group(s) Affected if adopted	Local PTA and councils. Local PTAs and councils would need to update their standing rules to designate their officer terms.
WSPTA Policy Update	None
Bylaw Amendment #8	Addressing Harassment and Bullying
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part
Bylaws Article, Section, and page #	Article 2 Basic Policies - Inserting new subsection E <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Pages 3-4
Current Bylaws Language	None
Proposed Amendment	<u>E. WSPTA and its constituent organizations, leaders and members shall be welcoming to all and show respect. Incivility, harassment, bullying, or discrimination violates the values, ethics, and policies of PTA.</u>
If adopted, will read	E. WSPTA and its constituent organizations, leaders and members shall be welcoming to all and show respect. Incivility, harassment, bullying, or discrimination violates the values, ethics, and policies of PTA.
Rationale	We look to local PTAs, councils, and their members to practice business in accordance with the WSPTA guidelines, principles, and ethics and to act in accordance with the PTA Core Values laid out in <i>WSPTA Policy</i> . This amendment is intended to highlight these values and ensure that all members of PTA are treated with respect, equality, and fairness.
Group(s) Affected if adopted	Local PTAs and councils should review their standards of conduct policies.
WSPTA Policy Update	None

Bylaw Amendment #9	Clarification of Local PTA and Council Nominating Committee Participants
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part
Bylaws Article, Section, and page #	Article 5 Local PTAs and Councils, Section 5 Nominating Committee – local PTA and council, Subsection B <i>WSPTA Uniform Bylaws (effective July 1, 2023) Page 8</i>
Current Bylaws Language	<p>B. Eligibility requirements for local PTA or council nominating committee members are as follows:</p> <ol style="list-style-type: none"> 1. The members of the nominating committee shall have been members of the local PTA or a local PTA in the council for at least 15 days preceding their election. 2. The local PTA or council president may not serve on the nominating committee. 3. A member may not serve more than two consecutive terms on the nominating committee. 4. For a local PTA, the school principal may not serve on the nominating committee. 5. For a council, a school or district administrator may not serve on the nominating committee within the district where he or she is employed.
Proposed Amendment	<p>B. Eligibility requirements for local PTA or council nominating committee members are as follows:</p> <ol style="list-style-type: none"> 1. The members of the nominating committee shall have been members of the local PTA or a local PTA in the council for at least 15 days preceding their election. <u>The members of a local PTA nominating committee shall have been members of the local PTA for at least 15 days preceding their election.</u> 2. <u>The members of a council nominating committee shall have been members of a local PTA in the council for at least 15 days preceding their election.</u> 3. The local PTA or council president may not serve on the nominating committee. 4. A member may not serve more than two consecutive terms on the nominating committee. 5. For a local PTA, the school principal may not serve on the nominating committee. 6. For a council, a school or district administrator may not serve on the nominating committee within the district where he or she is employed.
If adopted, will read	<p>B. Eligibility requirements for local PTA or council nominating committee members are as follows:</p> <ol style="list-style-type: none"> 1. The members of a local PTA nominating committee shall have been members of the local PTA for at least 15 days preceding their election. 2. The members of a council nominating committee shall have been members of a local PTA in the council for at least 15 days preceding their election. 3. The local PTA or council president may not serve on the nominating committee. 4. A member may not serve more than two consecutive terms on the nominating committee.

	<p>5. For a local PTA, the school principal may not serve on the nominating committee.</p> <p>6. For a council, a school or district administrator may not serve on the nominating committee within the district where he or she is employed.</p>
Rationale	The current bylaw addressing local PTA and council nominating committee member requirements could be misinterpreted. As it stands, one may read the bylaw as stating that a member who is seeking to become a nominating committee member for a local PTA can be part of <i>any</i> PTA within council boundaries and be eligible. That is not correct. More succinct language is required.
Group(s) Affected if adopted	No impact – language clarification
WSPTA Policy Update	None
Bylaw Amendment #10	Clarification of Meeting Types for Local PTAs and Councils
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part
Bylaws Article, Section, and page #	Article 5 Local PTAs and Councils, Section 2 Basic policies – local PTA and council <i>WSPTA Uniform Bylaws</i> (effective July 1, 2023) Page 7
Current Bylaws Language	<p>A. A local PTA or council in good standing is one which meets the criteria in the standards of affiliation agreement as prescribed by WSPTA policy.</p> <p>B. In order for business to be legally transacted, a quorum shall be present at a properly called meeting.</p> <p>C. No local PTA or council may enter into any financial obligations extending beyond the fiscal year except as approved by the membership.</p> <p>D. Each local PTA and council shall operate in a fiscally responsible manner and shall comply in all respects with all applicable provisions of the Washington Nonprofit Corporation Act, the Internal Revenue Code and Regulations and all other applicable law.</p> <p>E. All financial documents of a local PTA or council including checks and binding agreements shall require the signature of two elected officers. In the event two or more members of the same household hold elected offices in the same local PTA or council, only one member of the household shall co-sign financial documents.</p> <p>F. Use of a PTA debit card, credit card, or ATM card to disburse local PTA or council funds is not permitted. Online banking is allowed in accordance with rules prescribed by WSPTA policy.</p> <p>G. Each local PTA and council shall keep permanent books of accounts and records sufficient to establish gross income, receipts, and disbursements of the organization, including the number of its members and dues paid.</p> <p>H. Each local PTA and council may hold membership and board of directors' meetings using remote communication where all participants may hear one another and participate substantially concurrently.</p> <p>I. Each local PTA and council shall adopt standing rules for the governance of its organization.</p>

	<p>J. Each local PTA and council is self-governing in the areas not in conflict with these bylaws.</p>
<p>Proposed Amendment</p>	<p>A. A local PTA or council in good standing is one which meets the criteria in the standards of affiliation agreement as prescribed by <i>WSPTA Policy</i>.</p> <p><u>B. Each local PTA and council shall hold membership and board of director meetings as needed and as required by state nonprofit law. Meetings may be any combination of in-person, virtual, or hybrid, as allowed in the local PTA or council standing rules. Virtual and hybrid meetings must use remote communication tools where all members attending in-person or virtually have equal opportunity for participation, voice and vote. If a local PTA or council allows virtual and/or hybrid meetings, the standing rules must also allow for voting by electronic submission. Best practices for virtual and hybrid meetings can be found in <i>WSPTA Policy</i>.</u></p> <p>BC. In order for business to be legally transacted, a quorum shall be present at a properly called meeting.</p> <p>CD. No local PTA or council may enter into any financial obligations extending beyond the fiscal year except as approved by the membership.</p> <p>DE. Each local PTA and council shall operate in a fiscally responsible manner and shall comply in all respects with all applicable provisions of the Washington Nonprofit Corporation Act, the Internal Revenue Code and Regulations and all other applicable law.</p> <p>EF. All financial documents of a local PTA or council including checks and binding agreements shall require the signature of two elected officers. In the event two or more members of the same household hold elected offices in the same local PTA or council, only one member of the household shall co-sign financial documents.</p> <p>FG. Use of a PTA debit card, credit card, or ATM card to disburse local PTA or council funds is not permitted. Online banking is allowed in accordance with rules prescribed by <i>WSPTA Policy</i>.</p> <p>GH. Each local PTA and council shall keep permanent books of accounts and records sufficient to establish gross income, receipts, and disbursements of the organization, including the number of its members and dues paid.</p> <p>H. Each local PTA and council may hold membership and board of directors' meetings using remote communication where all participants may hear one another and participate substantially concurrently.</p> <p>I. Each local PTA and council shall adopt standing rules for the governance of its organization.</p> <p>J. Each local PTA and council is self-governing in the areas not in conflict with these bylaws.</p>
<p>If adopted, will read</p>	<p>A. A local PTA or council in good standing is one which meets the criteria in the standards of affiliation agreement as prescribed by <i>WSPTA Policy</i>.</p>

	<p>B. Each local PTA and council shall hold membership and board of director meetings as needed and as required by state nonprofit law. Meetings may be any combination of in-person, virtual, or hybrid, as allowed in the local PTA or council standing rules. Virtual and hybrid meetings must use remote communication tools where all members attending in-person or virtually have equal opportunity for participation, voice and vote. If a local PTA or council allows virtual and/or hybrid meetings, the standing rules must also allow for voting by electronic submission. Best practices for virtual and hybrid meetings can be found in <i>WSPTA Policy</i>.</p> <p>C. In order for business to be legally transacted, a quorum shall be present at a properly called meeting.</p> <p>D. No local PTA or council may enter into any financial obligations extending beyond the fiscal year except as approved by the membership.</p> <p>E. Each local PTA and council shall operate in a fiscally responsible manner and shall comply in all respects with all applicable provisions of the Washington Nonprofit Corporation Act, the Internal Revenue Code and Regulations and all other applicable law.</p> <p>F. All financial documents of a local PTA or council including checks and binding agreements shall require the signature of two elected officers. In the event two or more members of the same household hold elected offices in the same local PTA or council, only one member of the household shall co-sign financial documents.</p> <p>G. Use of a PTA debit card, credit card, or ATM card to disburse local PTA or council funds is not permitted. Online banking is allowed in accordance with rules prescribed by <i>WSPTA Policy</i>.</p> <p>H. Each local PTA and council shall keep permanent books of accounts and records sufficient to establish gross income, receipts, and disbursements of the organization, including the number of its members and dues paid.</p> <p>I. Each local PTA and council shall adopt standing rules for the governance of its organization.</p> <p>J. Each local PTA and council is self-governing in the areas not in conflict with these bylaws.</p>
Rationale	<p>Article 5 Local PTAs and Councils Section 2 Basic Policies currently allow for the use of “remote communication” regarding meetings but does not touch on specific types of meeting options. The current wording is very legalese in nature and could be misinterpreted. This bylaw amendment clarifies the types of meetings local PTAs and councils may hold and directs them to best practices on how to run them.</p> <p>The new bylaw addition encourages local PTAs and councils to update their standing rules to allow for a range of meeting options as well as to allow for voting by electronic submission.</p>
Group(s) Affected if adopted	Local PTAs and councils should review and update their standing rules, if needed.
<i>WSPTA Policy</i> Update	None

Bylaw Amendment #11	Local PTA/Council Nominating Committee - Declare Elected
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part
Bylaws Article, Section, and page #	Article 5 Local PTAs and Councils, Section 5 Nominating Committee - local PTAs and council, Subsection A. <i>WSPTA Uniform Bylaws (effective July 1, 2023) Page 8</i>
Current Bylaws Language	A local PTA or council nominating committee of three members shall be elected by ballot at least 30 days preceding the election of officers. The election may be by voice vote if only three candidates are nominated. A plurality vote shall elect. If a vacancy on the nominating committee occurs, the board of directors of the local PTA or council may appoint a replacement. The local PTA or council nominating committee is discharged from service after the officers are declared elected.
Proposed Amendment	A local PTA or council nominating committee of three members shall be elected by ballot at least 30 days preceding the election of officers. The election may be by voice vote if only three candidates are nominated. The candidates may be declared elected if only three or fewer candidates are nominated. If there are four or more candidates, A a plurality vote shall elect. If a vacancy on the nominating committee occurs, the board of directors of the local PTA or council may appoint a replacement. The local PTA or council nominating committee is discharged from service after the officers are declared elected.
If adopted, will read	A local PTA or council nominating committee of three members shall be elected by ballot at least 30 days preceding the election of officers. The candidates may be declared elected if only three or fewer candidates are nominated. If there are four or more candidates, a plurality vote shall elect. If a vacancy on the nominating committee occurs, the board of directors of the local PTA or council may appoint a replacement. The local PTA or council nominating committee is discharged from service after the officers are declared elected.
Rationale	This change has been proposed to streamline Nominating Committee elections at the local PTA and council level. Currently, local PTAs and councils are required to have three members elected to their Nominating Committees. As it stands, the vote for each member must be called separately. To increase efficiency, it has been proposed to change the wording to reflect that if three or fewer candidates are nominated, they may be declared elected.
Group(s) Affected if adopted	Local PTAs and councils may choose to incorporate this in their nominating committee election process.
<i>WSPTA Policy Update</i>	None
Bylaw Amendment #12	Define Membership Term of WSPTA
WSPTA Board of Directors Recommendation	ADOPT
# of Parts	One part
Bylaws Article, Section, and page #	Article 4 Membership and dues, Section 5 Membership Term <i>WSPTA Uniform Bylaws (effective July 1, 2023) Page 6</i>
Current Bylaws Language	Upon payment of dues, membership extends through October 31 of the ensuing year.

Proposed Amendment	Upon payment of dues, membership extends through October 31 of the ensuing year. <u>Full or supporting memberships may begin anytime during the fiscal year, between July 1 and June 30, and, unless renewed, expire on October 31 of the subsequent fiscal year. Full members who pre-enroll prior to the start of a fiscal year will have a membership term that begins on July 1.</u>
If adopted, will read	Full or supporting memberships may begin anytime during the fiscal year, between July 1 and June 30, and, unless renewed, expire on October 31 of the subsequent fiscal year. Full members who pre-enroll prior to the start of a fiscal year will have a membership term that begins on July 1.
Rationale	The WSPTA parliamentarian suggested that we should have a defined start and end date for our membership term. This language would clarify the start and end date of both our full and supporting membership, including the 4-month grace period allowing membership to expire on Oct 31 st of the following year.
Group(s) Affected if adopted	Local PTAs should review their membership materials.
WSPTA Policy Update	None

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Changes are shown as a ~~strike through~~ for deletions and as **bold/underlined font** for additions.

The only parts of the resolutions that will be open for amendment and debate are the title and resolved clauses for the new resolution, and the parts in **shaded boxes** in the amended resolutions. While they are not voted on by the delegates, the resolutions committee has provided the whereas clauses as they will appear or would be amended to give delegates additional information to inform their vote. If a resolved clause of a resolution is amended by delegates, the resolutions committee will edit the whereas clause(s) as necessary.

Resolution #1 (New)	Promoting Civics Education, Voter Registration, and Voting
WSPTA Board of Directors Recommendation	ADOPT
Submitted By	Member
Title	Promoting Civics Education, Voter Registration, and Voting
Whereas Clauses	<p>Whereas, the United States is founded upon the principle of a participatory democracy where the people work together in a civil manner to choose their form of government, its laws and the leaders who implement and enforce those laws; and</p> <p>Whereas, the United States Constitution enables residents to participate in government and social discourse through the protection of individual freedoms, including freedom of speech, peaceable assembly and petitioning of the Government, which are articulated in the First Amendment; and</p> <p>Whereas, the United States Constitution enables citizens to participate in democracy by voting in elections for offices in all levels of government, including school boards and state and national offices, and voting on ballot measures that address tax structures and funding mechanisms for state and local government entities, including school districts; and</p>

	<p>Whereas, Washington State PTA is an organization that follows the democratic principles of participatory and representative democracy by voting for its leaders and debating and voting for bylaws and advocacy platform components; and</p> <p>Whereas, Washington State PTA is an advocacy organization that promotes a well-rounded education for every child and youth, and a component of public education includes studying history and government; and</p> <p>Whereas, the State of Washington has resources and programs to support voter registration, voter participation, and early registration of youth who are 16- and 17-years old known as the Future Voter program; has curriculum resources to meet the state requirement for teaching civics at every level of the public school system; and celebrates Temperance and Good Citizenship Day on January 16, using that day to promote voter registration of youth in high schools; and</p> <p>Whereas, the United States requires schools that receive federal funding to educate its students on the U.S. Constitution, known as Constitution Day and Citizenship Day; and</p> <p>Whereas, National PTA has information about voter registration and getting out the vote on its website and hosts an annual lobby day with elected U.S. Senators and Representatives known as Legislative Conference Hill Day.</p> <p>Therefore, be it</p>
Resolved Clauses	<p>Resolved, that Washington State PTA and its local PTAs and councils promote the teaching of civics as defined in RCW 28A.230.094, support the incorporation of the state’s adopted civics standards into classroom curricula, and encourage school districts and OSPI to reimagine the civics curricula to be interactive and reach all students and families; and be it further</p> <p>Resolved, that Washington State PTA and its local PTAs and councils annually promote the active participation of schools and families in the Washington State Future Voter program, Temperance and Good Citizenship Day, and Constitution Day and Citizenship Day; and be it further</p> <p>Resolved, that Washington State PTA and its local PTAs and councils educate members on an on-going basis about voter registration and voter participation, election dates, hosting candidate forums, participating in town halls with elected officials, meeting with elected officials, testifying before legislative and decision-making bodies, the definition of a citizen and how citizens and non-citizens can participate in the governing process of American civil society; and be it further</p> <p>Resolved, that Washington State PTA and its local PTAs and councils encourage National PTA to regularly and actively educate its membership about Constitution Day and Citizenship Day; and promote resources and methods to engage voters, including voter registration and voting, participating in town halls, hosting candidate forums, and meeting with public officials.</p>
Persuasive Statement	<p>Washington State’s civics education and voter registration requirements give our students a critical understanding of our democracy. Educated voters who understand the highest law in the land, the U.S. Constitution, are critical to maintaining a peaceful,</p>

	<p>functioning society. As the public examines what the public school system teaches and how it is funded, Washington State PTA must encourage its members and youth to participate in the democratic process, including registering to vote, voting, and communicating with elected officials.</p> <p>Voting is an age, race and ethnicity issue. Today's parents and youth make up about half of the electorate and will surpass 50% in 10 years. For the age group 18-29, the share of voters who identify as black, Latino or Hispanic or Asian American has generally increased from 2006 to 2022. However, these age, racial, and ethnic groups have the lowest turnout rates. Voter registration of adults ages 18-24 in Washington State increased by 16% in 2022 compared to 2018. But voter turnout of this age group in mid-term elections was less than half.</p> <p>WSPTA is committed to dismantling institutional and systemic racism, therefore we must empower all members and youth to participate in our democracy. Voting for this resolution broadens sustained and informed engagement with the civic duty and right to vote and directs WSPTA and its local PTAs and councils to encourage members and youth to participate in the American democratic and representative process and encourage National PTA to promote this within the greater PTA membership.</p>
Resolution #2 (Amended)	18.45 High-Quality Preschool to Third Grade Early Learning
WSPTA Board of Directors Recommendation	ADOPT
Submitted By	WSPTA Resolutions Committee
Title	18.45 High-Quality Preschool to Third Grade Early Learning
Whereas Clauses	<p>Whereas, preschool to third grade (P-3) early learning refers to the period from birth to 8 years old, the developmental period when much foundational growth and development happens in the brain, when we have a great opportunity to impact positive developmental gains; and</p> <p>Whereas, quality early learning supports the whole child and includes the six areas of development and learning: social-emotional, physical, cognitive, language, literacy, and mathematics; and</p> <p>Whereas, when parents, informal community programs, and professionally staffed early childhood services pay attention to young children’s emotional and social needs, as well as to their mastery of literacy and cognitive skills, it has maximum impact on the development of sturdy brain architecture and preparation for success in school; and</p> <p>Whereas, the legislature found that high-quality childcare and early learning are critical to a child’s success in school and life and recognized that high-quality, inclusive classroom settings are shown to reduce the opportunity gap for low-income children, children with disabilities, children of color, and other at-risk children while consistently improving outcomes for all children both inside and outside of the classroom; and</p> <p>Whereas, the American Academy of Pediatrics states that high-quality early learning experiences and childcare for young children improves physical and cognitive outcomes and can result in enhanced kindergarten readiness, especially for at-risk children. Preschool education can be viewed as an investment and studies show a positive return on that investment; and</p>

	<p>Whereas, investments in high-quality early learning programs can contribute to a stronger economy, increased caregiver job stability, and a reduction in the cost for special education, healthcare, and criminal justice spending later in life; and</p> <p>Whereas, early learning is an opportunity for early disability identification and intervention services with the goal of enabling young children with disabilities to be active and successful participants during their early childhood years and in the future. Research shows the earlier a disability is identified, the greater impact the intervention has; and</p> <p>Whereas, students and families have a variety of needs requiring a continuum of programs and services. How a family chooses early childhood education and care is influenced by family values, affordability, and availability; and</p> <p>Whereas, many children and families in Washington do not have access to high-quality early learning opportunities. As a result, many children arrive at kindergarten less prepared with respect to both social and academic skills that are important for school success, with higher percentages of low-income and at-risk children starting behind. These gaps persist as children continue their education. Data from the Washington Kindergarten Inventory of Developing Skills (WaKIDS) and Smarter Balanced Assessments (SBA) indicate a correlation between kindergarten-readiness and meeting 3rd-grade math and English Language Arts (ELA) standards; and</p> <p>Whereas, Washington State’s children of color, children in some tribal communities, children with disabilities, and children who speak a language other than English as their first language continue to experience inequitable educational opportunities and outcomes. There are also pronounced gaps in access to high-quality early learning programs for children in migrant families and families who are experiencing homelessness, and there are geographic regions within the state that have significant shortages of services and supports for families — particularly in rural and remote communities. These disparities are compounded when children have an Individualized Education Program (IEP) and/or do not meet income eligibility thresholds for early learning programs or childcare programs.</p> <p style="text-align: center;">Therefore, be it</p>
Resolved Clauses	<p>Resolved, that Washington State PTA and its local PTAs and councils will advocate that the legislature, executive branch, including OSPI and the Department of Children, Youth & Families, and school districts and Educational Service Districts make P-3 early learning a priority to improve student outcomes; and be it further</p> <p>Resolved, that Washington State PTA and its local PTAs and councils will advocate for a continuum of accessible and high-quality preschool and pre-Kindergarten public and private early learning models, services, and interventions to meet the varied needs of all students and families, including students with disabilities, multi-lingual learners, and students from all socioeconomic groups, including but not limited to:</p> <ul style="list-style-type: none"> • Head Start • Early Childhood Education and Assistance Program (ECEAP) • Public school preschool

	<ul style="list-style-type: none"> • Early childhood special education programs • Transition to Kindergarten programs • Community and non-profit based programs • Co-op preschool • Licensed childcare • Faith-based early learning and childcare • Tribal nations early learning programs • Drop-in programs • Play and Learn programs; and be it further <p>Resolved, that Washington State PTA and its local PTAs and councils will advocate to increase the number of effective and diverse P-3 early learning staff including:</p> <ul style="list-style-type: none"> • Expanding access and removing barriers to higher learning early childhood education, child development, and apprenticeship programs • Encouraging all programs to ensure high-quality instructional and/or experienced staff are leading early learning programs • Advocating for professional development and continuing education, mentorship, collaboration, and support for early learning educators; and be it further <p>Resolved, that Washington State PTA and its local PTAs and councils will advocate for expanded state and federal funding for high-quality early learning so that all school districts can provide a continuum of services to meet the needs of their communities including:</p> <ul style="list-style-type: none"> • Regionalizing or increasing income eligibility for public early learning programs • P-3 early learning models, programs, and services to meet the varied needs of their students and families, prioritizing investments in areas with the lowest levels of accessibility and offerings • Collaboration with other programs in the community • Effective and diverse educators, instructors, and support staff that represent the school communities they serve for all public-school programs - large and small, urban and rural - in all parts of the state • Required compliance and regulatory frameworks to ensure high-quality standards for early learning programs.
Persuasive Statement	<p>Resolution 18.45 High-Quality Preschool to Third Grade Early Learning was adopted by members at the most recent WSPTA Legislative Assembly. We had many important legislative issues and resolutions to consider and ended up running out of debate time. The resolution was adopted by delegates as presented in the Voters’ Guide, without the opportunity to consider a submitted amendment meant to clarify the second resolved clause.</p> <p>After the event, the resolutions committee worked with the submitter to try and find consensus language to address the concern. This proposed amendment comes from the resolutions committee based on those discussions.</p> <p>The proposed amendment accomplishes two things:</p> <ol style="list-style-type: none"> 1. Adding the words “preschool and pre-Kindergarten” clarifies that while early learning is defined as preschool to third grade, the second resolved clause is specific to preschool and pre-Kindergarten models, services, and interventions. 2. Deleting the words “public and private” clarifies the fact that WSPTA is not advocating for private schools. The resolved clause lists early learning models,

	<p>services, and interventions (not schools) that are provided by both public schools and community organizations.</p> <p>Please vote YES to help clarify the language in the second resolved clause of this important resolution.</p>
Resolution #3 (Amended)	2.8 Traumatic Brain Injuries
WSPTA Board of Directors Recommendation	ADOPT
Submitted By	WSPTA Resolutions Committee
Title	2.8 Traumatic Brain Injuries
Whereas Clauses	<p>Whereas, the Centers for Disease Control and Prevention (CDC) defines a traumatic brain injury (TBI) as an injury that affects how the brain works and can include short-term effects such as loss of consciousness, seizures, blurred vision, headaches, or lethargy, and/or long-term effects such as organ damage, coma, or even death; and</p> <p>Whereas, TBIs are a significant public health problem that can cause temporary problems with normal brain function or can lead to severe and permanent disability or death. Some TBIs are primary, meaning the damage is immediate, but others are secondary, meaning they can occur gradually over the course of hours, days, or even weeks; and</p> <p>Whereas, data show that TBIs are a major cause of death and disability in the United States with approximately 1.7 million TBI related deaths, hospitalizations, and emergency department visits occur each year; and</p> <p>Whereas, some of the common causes of TBIs are falls, motor vehicle crashes, sports injuries, child abuse (most common cause in children under age 4), suicide, and being struck by an object; and</p> <p>Whereas, children have the highest rate of emergency department visits for TBI of all age groups. TBIs affect children differently than adults and may disrupt a child’s development and/or limit their ability to participate in school and other activities. As a result of a TBI, children may experience changes in their health, thinking, and behavior that affect learning, self-regulation, and social participation, all of which are important to becoming a productive adult; and</p> <p>Whereas, amongst American children and adolescents, sports and recreational activities contribute to over 21% of all traumatic brain injuries. These activities include cycling, football, baseball/softball, basketball, soccer, skateboards, skating, hockey, rugby/lacrosse, swimming/diving, boxing, snow skiing/snowboarding, cheerleading, horseback riding, power recreational vehicles, exercise equipment, playground equipment, trampolines, and more. In 2019, about 15% of all U.S. high-school students self-reported one or more sports or recreation-related concussions within the preceding 12 months; and</p> <p>Whereas, there is frequently an incomplete understanding about the effects of TBI beyond the initial injury among parents, healthcare professionals, and educators. Many</p>

	<p>students who sustain a TBI will need post-injury support at school, ranging from informal academic support specific to their symptoms to longer-term formalized support; and</p> <p>Whereas, in May 2009, the State of Washington passed the “Zackery Lystedt Law” to address concussion management in youth athletics. This was the first state law to require a “removal and clearance for Return to Play” among youth athletes. Now all 50 states have a Return to Play law. Similar guidance does not exist to guide students to “Return to Learn” and schools are responsible for their own concussion management; and</p> <p>Whereas, the Traumatic Brain Injury Reauthorization Act of 2014 directed the CDC to compile a Report to Congress on the management of TBI in children and the Washington State Traumatic Brain Injury Strategic Partnership Advisory Council (TBI Council) in collaboration with the Department of Social and Health Services (DSHS) developed the TBI Comprehensive Statewide Plan to strategically partner with, and advise, DSHS and other state agencies on resources, services, and systems that impact people with TBI, caregivers, service providers, and the residents of the state; and</p> <p>Whereas, research strongly supports that helmets can reduce mild and severe TBI, and the Center for Disease Control and Prevention recommends wearing a helmet to reduce TBI when riding a bike, motorcycle, scooter, skateboard, or horse; when playing football, hockey, baseball or softball; or when skiing or in-line skating.</p> <p style="text-align: center;">Therefore, be it</p>
Resolved Clauses	<p>Resolved, that Washington State PTA and its local PTAs and councils will advocate for the “opportunities for action” in the CDC’s Report to Congress “The Management of Traumatic Brain Injury in Children” to improve TBI care in children and youth:</p> <ul style="list-style-type: none"> • Enhancing Healthcare Services to Improve the Management of TBI in Children (during and post-injury) • Improving Children’s Return to School, Activity, and Independence After a TBI (models of care, monitoring and service delivery, school transitions) • Improving the Transition to Adulthood for Children with TBI (models of care and evidence-based approaches) • Improving Professional Training for those Involved in the Management of TBI in Children (health professionals and educators) • Filling Knowledge Gaps (research); and be it further <p>Resolved, that Washington State PTA and its local PTAs and councils will advocate for a statewide helmet law for children and youth, aged 18 and under for with training to ensure equitable enforcement, programs to support distribution of helmets at free or reduced cost, and a public awareness campaign about the need to wear a helmet while riding bikes, scooters, skateboards, and skates; and it be further</p> <p>Resolved, that Washington State PTA and its local PTAs and councils will advocate for mandated statewide “return to learn/school” guidelines and protocols for students who have experienced a TBI; and be it further</p> <p>Resolved, that Washington State PTA and its local PTAs and councils educate families, coaches, athletes, and school personnel on the seriousness of head injuries, prevention</p>

	strategies, the importance of wearing helmets, the importance of school personnel being trained to recognize TBIs, and the need to immediately contact families if a head injury occurs in the school setting.
Persuasive Statement	<p>Resolution 2.28 Traumatic Brain Injuries was also adopted by members as presented in the Voters’ Guide at the most recent WSPTA Legislative Assembly, without the opportunity to consider a submitted amendment meant to improve the second resolved clause.</p> <p>After the event, the resolutions committee worked with the submitter to try and find consensus language to address the concerns. This proposed amendment comes from the resolutions committee based on those discussions.</p> <p>The proposed amendment accomplishes multiple things:</p> <ol style="list-style-type: none"> 1. Deleting “aged 18 and under for” gives WSPTA more flexibility to advocate for state helmet law language without specifying an upper age range. 2. Adding the language “with training to ensure equitable enforcement” enables WSPTA to advocate for equitable enforcement of any state helmet law, to avoid the inequitable enforcement that has been seen in past helmet laws. 3. Adding the language “programs to support distribution of helmets at free or reduced cost” allows WSPTA to advocate to remove a barrier to access to helmets. 4. Adding the language “and a public awareness campaign about the need to wear a helmet while riding” allows WSPTA to advocate to help children, youth, and families understand the importance of wearing helmets to prevent serious injuries. <p>Please vote YES to update the language in the second resolved clause of this important resolution.</p>

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Policy 2.7.2 Termination of membership and reinstatement

A. Termination of membership by a local PTA

Under the *WSPTA Uniform Bylaws*, an individual’s membership may be terminated for conduct that may damage the value and goodwill associated with WSPTA, or violates the purposes, policies, or bylaws of WSPTA or a constituent association.

The request to investigate whether an individual member’s behavior warrants the termination of membership may come from any member of a local PTA to that local PTA’s executive committee. The request must be in writing and include the reason an investigation should be initiated.

Process

1. To ensure that the accused member receives a fair and impartial investigation, the local PTA’s executive committee shall inform the accused member of the request to initiate an investigation in writing. The local PTA’s executive committee will also provide in writing the process to be followed to the accused member as well as the member initiating the request (complainant).

2. Termination of membership is not a step to be taken lightly and should always be the last resort. Local PTAs facing this situation are strongly encouraged to reach out for support. Prior to the decision to move forward all efforts will be made to resolve the conflict, including allowing the accused member the opportunity to rectify the situation. Assistance may be requested from your council and/or region director. Should conflict resolution efforts fail, the local PTA should continue through the remaining steps in the investigation process.
3. At any time, the accused may choose to voluntarily relinquish current and future membership in that local PTA to the local PTA executive committee. The relinquishment of membership must be in writing. If a member voluntarily relinquishes their membership, the local PTA should inform WSPTA staff in writing within 5 business days.
4. If conflict resolution is unable to solve the situation, an Investigating Committee will be formed. The president of the local PTA will appoint one impartial member of the local PTA's board of directors (which may not be the person who made the request for investigation) and will request from the WSPTA President two state level PTA leaders to serve on the committee.
5. The Investigating Committee must maintain strict confidentiality during the investigation.
6. The Investigating Committee will review the complaint and make a preliminary determination as to whether the alleged conduct meets the standard for termination as set forth in the *WSPTA Uniform Bylaws*.
7. The Investigating Committee may request additional information from the complainant, from the accused member, and from witnesses, as needed.
8. A two-thirds vote of the Investigating Committee is required to forward the complaint to the full board of the local PTA for consideration. If the Investigating Committee determines that no further action is warranted, it will inform both the complainant and the accused member.
9. If the Investigating Committee determines that the full board of directors of the local PTA should consider the request to terminate membership, the following process will be followed:
 - The Investigating Committee shall notify the local PTA board of directors in writing that it is submitting a request to consider a possible termination of membership, including specific charges. Upon referral of charges to the board, the rights of membership – and the authority, rights, and duties if the accused is an officer, board member, or committee chair - are suspended, pending the outcome. The accused member will be notified in writing within 3 business days of the request to consider possible termination, including specific charges. The complainant will be notified in writing within 3 business days of the request to consider possible termination.
 - The local PTA board of directors will schedule an opportunity for the accused member to attend the next regularly scheduled or specially called board of directors meeting, which may be held through electronic means, if allowed in the local PTA's standing rules. The accused member shall be notified of the meeting at least 10 calendar days prior to the meeting.
 - The Investigating Committee and the accused member will each be given up to thirty minutes to present their case in executive session.
 - If the accused member fails to appear at the appointed time, the hearing will proceed without them.
 - Following presentation of the case, the accused member must leave the room during board deliberations.
 - In accordance with the *WSPTA Uniform Bylaws*, the individual's membership may be terminated, effective immediately, by a two-thirds vote of the local PTA board of directors for conduct that may damage the value and good will associated with WSPTA or which violates the purposes, policy, or bylaws of WSPTA or a constituent association.
 - Since membership is a requirement to hold office, termination of membership will result in removal from office, if the accused is an officer, board member or committee chair of that PTA.
 - An individual whose membership has been terminated by a local PTA is ineligible to join that PTA in the future.
 - The accused member and the complainant will be notified of the local PTA board of director's decision as soon as practical.

10. If the local PTA board of directors has voted to terminate the membership, they must notify WSPTA staff in writing within 5 business days of the procedure followed, the decision, whether they are requesting WSPTA to terminate the membership statewide under subsection B of this policy, and then follow guidance from WSPTA on further steps.
11. The state level members of the Investigating Committee can help the local PTA board of directors with messaging regarding the process and outcome of the membership termination.
12. A local PTA's standing rules may allow for a reinstatement of membership process.

B. Termination of membership by WSPTA

The initiation of a request for WSPTA to terminate a membership statewide can come from two sources – from the WSPTA board of directors or at the request of a local PTA board of directors where the individual is a member.

- i. **WSPTA Board of Directors Initiated Removal Requests:** The board of directors may, on its own initiative, consider the termination of a membership in WSPTA.
- ii. **Local PTA Initiated Removal Requests:** A local PTA board may forward a request to WSPTA to terminate an individual's membership statewide. Before submitting a request to WSPTA, the local PTA board of directors must follow the procedure outlined in policy section 2.7.2 A. Making a request to WSPTA to terminate membership must be made in writing, including the minutes of the meeting at which the membership was terminated, the contact information of the member being accused, the contact information of the local PTA board of directors, and the substance of the violation that is deemed appropriate for membership termination per the *WSPTA Uniform Bylaws*. Requests should be sent to WSPTA staff and the WSPTA President.

Process

1. When a WSPTA board member or local PTA board of directors requests a termination of membership, the WSPTA president will appoint three board members to the Investigating Committee. If a WSPTA board member made the request for investigation, they may not serve on the committee.
2. The Investigating Committee must maintain strict confidentiality during the investigation.
3. The Investigating Committee will review the complaint and make a preliminary determination as to whether the alleged conduct meets the standard for termination as set forth in the *WSPTA Uniform Bylaws*.
4. The Investigating Committee may request additional information from the WSPTA board member, the local PTA initiating the request, the accused member, and witnesses, as needed. If the Investigating Committee determines that no further action is warranted, it shall inform both the complainant and the accused member.
5. If the Investigating Committee determines by a two-thirds vote that the entire WSPTA Board of Directors should consider the request to terminate membership, the following process will be followed:
 - The Investigating Committee shall notify the WSPTA board of directors that it is submitting a request to consider a possible termination of membership. The accused member will be notified in writing within 3 business days of the request to consider possible termination, including specific charges. The complainant will be notified in writing within 3 business days of the request to consider possible termination. If the request came from a WSPTA board member and not a local PTA board of directors, upon referral of charges to the WSPTA board of directors, the rights of membership – and the authority, rights, and duties if the accused is an officer, board member, or committee chair - are suspended, pending the outcome.
 - The WSPTA board of directors will schedule an opportunity for the accused member to attend the next regularly scheduled or specially called board of directors meeting, which may be held through electronic means. The accused member shall be notified of the meeting at least 10 calendar days prior to the meeting.
 - The Investigating Committee and the accused member will each be given up to thirty minutes to present their case in executive session.

- Following presentation of the case, the accused member must leave the room during board deliberations.
- In accordance with the *WSPTA Uniform Bylaws*, the individual's membership may be terminated, effective immediately, by a two-thirds vote of the WSPTA board of directors for conduct that may damage the value and good will associated with WSPTA or which violates the purposes, policy, or bylaws of WSPTA or a constituent association. An individual whose membership was terminated by WSPTA will be ineligible for membership in any local PTA in Washington, or as a supporting member of WSPTA, unless membership is reinstated.
- Since membership is a requirement to hold office, termination of membership will result in removal from all offices held, if the accused is an officer or board member of local PTA(s) or a council.
- The accused member and the complainant will be notified of the WSPTA board of directors' decision within 5 business days. There will be no appeal process for a WSPTA board of directors' decision on termination of membership.
- If the WSPTA board of directors has voted to terminate the membership, WSPTA will inform National PTA of the procedure followed and decision, then follow guidance from National PTA on further steps.

C. Reinstatement of membership

An individual whose membership has been terminated by WSPTA may petition the WSPTA board of directors for reinstatement, after a five-year period. The WSPTA board of directors will provide an opportunity for the individual to attend the next regularly scheduled board of directors meeting, which may be held through electronic means. The individual shall be notified of the meeting at least 10 calendar days prior to the meeting. The individual shall be given up to 15 minutes to present their case in executive session. A two-thirds vote of the WSPTA board of directors is necessary to reinstate the individual's ability to join as a full or supporting member.

Policy 3.12 Collaborating with Outside Organizations

Per *WSPTA Uniform Bylaws* Article 2, Section D, local PTAs and councils cannot become fiscal agents, fiscal sponsors, or sign sponsorships or charter agreements with any outside organizations or agencies. Local PTAs and councils can refer to Appendix R of WSPTA policy for specific guidance on working with scouting organizations. This does not preclude WSPTA or its constituent organizations from collaborating with school related and non-school related outside organizations such as ASB, school support organizations, non-profit organizations, youth organizations or community-based organizations.

Before collaborating with an outside organization, it is important to be sure that the organization's bylaws, purposes, and mission are consistent with those of PTA. It is equally important that the local PTA or council considers all potential financial, legal, and reputational risks before entering any collaboration that could put their nonprofit status in jeopardy or increase liability.

Depending on the collaboration being considered, the local PTA or council board of directors should consult WSPTA and National PTA resources, state non-profit law, local school district policies, AIM insurance, and legal counsel, if deemed necessary.

Local PTAs and councils may develop and plan an event or special project with outside organizations. Representatives from the local PTA or council should participate actively in the planning and implementation of each cooperative undertaking to ensure that goals and procedures are consistent with the purposes, policies, and principles of the PTA.

It is recommended that a contract with clear responsibilities of each party be written and signed before starting to plan an event or special project. The responsibilities, financial obligations, and liabilities of each entity must be

defined, discussed, and authorized by the local PTA or council board of directors before signing such contracts. All contracts must be in writing and signed by two elected officers of the local PTA or council. For protection in the event of an accident or lawsuit, each group must have its own adequate liability insurance.

Entering a collaboration with youth organizations that specifically interact directly with children and youth, merits careful deliberation. Such an agreement poses additional potential liability risks, and the PTA should consult their insurance carrier. As with any agreement or contract, the PTA's board of directors and, in this case, the membership, should review and approve the type of collaboration being considered.

If, for any reason, a special project or event including financial obligations cannot be completed during the fiscal year in which it was approved by the local PTA or council board of directors, the incoming board should review it and present it to membership for approval. According to *WSPTA Uniform Bylaws* Article 5, Section 2C, the current board of a local PTA or council cannot enter any financial obligation that extends beyond the fiscal year except as approved by the membership.

Guidance regarding best practices when collaborating with outside organizations including risk management and contracts can be found in PTA and the Law training materials, Managing Your Nonprofit PTA training materials and its corresponding handbook found on the Leadership Guides section of the WSPTA website, and Appendix R "Guidance for Working with Scouting Organizations".

Appendix R: Guidance for Working with Scouting Organizations

WSPTA considers the work done by youth-serving organizations to be of tremendous value. While WSPTA supports collaborating with civic youth groups for shared community projects as stated in WSPTA Policy Article 3, Section 3.12 Collaborating with Outside Organizations, local PTA units and councils must not sign charter or youth group sponsorship or renewal form(s) with the Boy Scouts of America (BSA).

Scouting units will occasionally ask a local PTA or council to be their charter organization because the BSA structure requires each scouting unit (cub scout packs, boy scout troops, etc.) to obtain an outside "Charter Organization" in order to operate. Under the BSA annual charter agreement, the charter organization, in this case your local PTA or council, would assume financial and operational oversight for the scouting unit according to BSA's bylaws, rules and regulations, guidelines, policies. This presents the following risks and liabilities for a PTA:

- **Purpose Conflict:** The charter organization agrees to use Scouting to further the charter organization's aims and values for youth, and to use the scouting program to accomplish objectives including youth character development, faith-based youth ministry, career skill development, community service, patriotism and military and veteran recognition. Furthermore, the Scouting program must be run consistent with BSA rules, regulations, and policies.

- o A PTA representative may not commit a local PTA or council to following the bylaws and regulations of BSA or other third-party associations. The purpose of PTA, as defined in the *WSPTA Uniform Bylaws* Article 1, Section 1, is also different from the purpose of Boy Scouts.

- **Insurance Coverage:** PTA insurance does not provide liability coverage for a PTA leader who is acting as a representative to the scouting council or other organization. Additionally, the insurance provided by BSA only covers approved scouting activities. If the Scout leader has Scouts participate in a non-approved activity, neither the BSA insurance nor the PTA insurance would cover the liability in case of an accident.

- **Financial Conflict:** Charter organizations are required to administer the assets of the BSA Unit, including all funds, real property, and personal property and to authorize the BSA unit to open a separate scouting bank account. A local

PTA or council may not give their EIN to a third-party to open a bank account nor should banking transactions to be conducted by individuals who are not elected PTA officers and authorized signers.

- **Background Checks:** The BSA provides a criminal background check of all adult leaders, however, the charter organization is also required to review and sign off on each application, which creates a potential liability for your local PTA or council.
- **Facility Availability:** The charter organization is asked to secure safe facilities for the scouting unit to meet. Local PTAs or councils do not have their own facilities to guarantee meeting facilities. PTAs and councils may advocate for BSA and other non-profit youth-centered community groups to have the ability to reserve meeting space in school facilities.
- **Advertising Conflict:** Charter organizations are to coordinate with the local BSA council to provide annual recruitment opportunities to grow and publicize BSA. Your local PTA or council should not be advertising, fundraising, or recruiting for a third-party non-profit association as that does not align with PTA's mission or purpose.

Policy 3.11 Digital Financial Transactions

The WSPTA corporate finance committee (CFC) is responsible for making recommendations to the WSPTA board of directors regarding online banking practices and the use of debit and/or secured credit cards. At least yearly, the CFC shall review all resource materials regarding digital-financial transactions and work with the leadership committee to ensure that local PTAs and councils have the latest information on best practices.

1. Online Banking

- A. Local PTAs and councils may access online banking to review and download monthly bank statements and conduct financial transactions.
- B. Local PTAs and councils may accept payments (income) using online sites or in-person devices (e.g., PayPal, Square, etc.).
- C. Online banking may be used to make electronic payments to cover approved PTA expenses (e.g., nonprofit corporation renewals, etc.).
- D. A local PTA or council board of directors must create and approve written procedures and internal controls for conducting online banking to minimize the risk of misappropriation of funds. The local PTA or council standing rules must be amended to reflect online banking procedure implementation.
- E. The non-signer bank statement reviewer should also review monthly statements related to any online banking platforms (e.g. PayPal, Square, etc.). The non-signer should not be a person living with or related to someone who is a signer on the account.

2. Debit and Secured Credit Cards

- A. Debit and secured credit cards can be used to disburse PTA funds in accordance with the *WSPTA Uniform Bylaws*.
- B. A local PTA or council board of directors must create and approve written procedures and internal controls for using debit or secured credit cards to minimize the risk of misappropriation of funds. The local PTA or council standing rules must be amended to reflect debit and secured credit card procedure implementation.
- C. For secured credit cards, the credit limit should not exceed half of the total income in the budget approved at the annual meeting.
- D. Debit or secured credit cards will only be issued to an authorized signer on the bank account as indicated in the local PTA or council standing rules. Signers should not be related or living in the same household.
- E. If a card is lost or stolen, it should be cancelled, and the account should be reconciled by a non-signer to identify any unauthorized transactions.

- F. Upon the end of the cardholding officer's term, or upon their resignation or removal from office, the card should be surrendered to the local PTA or council and destroyed. If a resignation or removal occurs outside of the end of a standard term, a financial reconciliation shall be performed immediately by a non-signer.
- G. Cash transactions should be limited (ATM, cash back, etc). The local PTA or council should have documented procedures that describe when cash transactions are allowed and how to account for them with receipts and/or supporting documentation.
- H. Debit and/or secured credit cards should be associated with the PTA or council as a business and not tied to a single individual.
- I. The non-signer bank statement reviewer should also review additional monthly statements associated with secured credit card accounts. The non-signer should not be a person living with or related to someone who is a signer on the account.

Refer to the *Managing Your Nonprofit PTA Handbook* or *Treasurer's Handbook* for more information on digital financial transaction guidelines and managing PTA funds.