

1 (Insert Name of Local PTA/PTSA)
2 PARENT TEACHER ASSOCIATION BYLAWS

3
4 ARTICLE I
5 Name

6 The name of this nonprofit association shall be the *(name selected)* _____ Parent Teacher
7 *(Student)* Association (PTA/PTSA), *(your town)* _____, Texas. It is a Local PTA organized under the
8 authority of the Texas Congress of Parents and Teachers (Texas PTA), a branch of the National Congress
9 of Parents and Teachers (National PTA) The assigned Texas PTA ID number is _____.

10 ARTICLE II
11 Purposes

12 **Section 1.** The purposes of *(name)* _____ PTA, in common with National PTA and Texas PTA,
13 are:

- 14 A. to promote the welfare of children and youth in home, school, community, and place of
15 worship;
- 16 B. to raise the standards of home life;
- 17 C. to secure adequate laws for the care and protection of children and youth;
- 18 D. to bring into closer relation the home and the school, that parents and teachers may cooperate
19 intelligently in the education of children and youth; and
- 20 E. to develop between educators and the general public such united efforts as will secure for all
21 children and youth the highest advantages in physical, mental, social, and spiritual education.

22 **Section 2.** The purposes of the National PTA, the Texas PTA and this Local PTA are promoted through an
23 advocacy and educational program directed toward parents, teachers, and the general public;
24 developed through conferences, committees, projects and programs; and governed and qualified by the
25 basic policies set forth in Article III.

26 **Section 3.** The association is organized exclusively for the charitable, scientific, literary, or educational
27 purposes within the meaning of Section 501(c)(3)of the Internal Revenue Code or corresponding section
28 of any future federal tax code (hereinafter referred to as "Internal Revenue Code").

29 Article III
30 Basic Policies

31 The following are basic policies of this Local PTA, in common with National PTA and Texas PTA:

- 32 A. The association shall be noncommercial, nonsectarian, and nonpartisan.
- 33 B. The association shall work with the schools and community to provide quality education for all
34 children and youth, and shall seek to participate in the decision-making process establishing
35 school policy, recognizing that the legal responsibility to make decisions has been delegated by
36 the people to boards of education, state education authorities, and local education authorities.

- 37 C. The association shall work to promote the health and welfare of children and youth, and shall
38 seek to promote collaboration among parents, schools, and the community at large.
- 39 D. No part of the net earnings of the association shall inure to the benefit of, or be distributable to,
40 its members, directors, trustees, officers, or other private persons except that the association
41 shall be authorized and empowered to pay reasonable compensation for services rendered, and
42 to make payments and distributions in furtherance of the purposes set forth in Article II hereof.
- 43 E. Notwithstanding any other provision of these articles, the association shall not carry on any
44 other activities not permitted to be carried on (i) by an association exempt from federal income
45 tax under Section 501(c)(3) of the Internal Revenue Code or (ii) by an association, contributions
46 to which are deductible under Section 170(c)(2) of the Internal Revenue Code.
- 47 F. Upon the dissolution of this association, after paying or adequately providing for the debts and
48 obligations of the association, the remaining assets shall be distributed to one (1) or more
49 nonprofit funds, foundations or organizations which have established their tax exempt status
50 under Section 501(c)(3) of the Internal Revenue Code and whose purposes are in accordance
51 with those of National PTA.
- 52 G. The association or members in their official capacities shall not, directly or indirectly, participate
53 or intervene (in any way, including the publishing or distributing of statements) in any political
54 campaign on behalf of, or in opposition to, any candidate for public office, or devote more than
55 an insubstantial part of its activities to attempting to influence legislation by propaganda or
56 otherwise.

57 **Article IV**
58 **Relationship with Texas PTA**

59 **Section 1.Organizati on.** This Local PTA shall be organized and chartered under the authority of the Texas
60 PTA, in conformity with such rules and regulations, not in conflict with the National PTA Bylaws, as the
61 Texas PTA may in its bylaws prescribe. The Texas PTA shall issue to this Local PTA an appropriate charter
62 evidencing the due organization and good standing of this Local PTA.

63 **Section 2.Expectations.** This Local PTA shall adhere to the Standards of Continuing Affiliation. A Local
64 PTA which is not in good standing is not eligible for participation in Texas PTA awards, scholarship and
65 programs or voting representation at National PTA’s Convention and Texas PTA’s Annual Meeting.

66 **Section 3.Harm to Brand or Name.** Texas PTA may withdraw the charter of a Local PTA with notice given
67 to the Local PTA leadership if, in the opinion of Texas PTA, the Local PTA is jeopardizing or endangering
68 the good will or good name of Texas PTA.

69 **Section 4.Withdrawal of Charter.** This Local PTA is obligated, upon withdrawal of its charter by the
70 Texas PTA, to:

- 71 A. yield up and surrender all of its books, records, assets and property to the Texas PTA or to such
72 association as may be designated by the Texas PTA;
- 73 B. cease and desist from the further use of any name that implies or connotes association with the
74 National PTA or the Texas PTA; and
- 75 C. carry out promptly, under the supervision and direction of the Texas PTA, all proceedings
76 necessary for the purpose of dissolving this Local PTA.

77 **Section 5. Records Retention.** This Local PTA shall keep such permanent books of account and records
78 as shall be sufficient to establish the items of gross income, receipts and disbursements of the
79 association including, specifically, the number of its members, the dues collected from its members and
80 the amount of dues remitted to the Texas PTA. Such books of account and records shall at all
81 reasonable times be open to inspection by an authorized representative of the Texas PTA or the
82 National PTA.

83 **Section 6. Dissolution of PTA.** A Local PTA considering dissolving its relationship with Texas PTA (and
84 thereby National PTA) shall follow the procedures for dissolution as adopted by the Texas PTA Board of
85 Directors. These procedures include but are not limited to:

- 86 A. notifying Texas PTA of the Local PTA's intent to dissolve;
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- 88 B. a meeting with a representative of Texas PTA with the Local PTA executive board members,
89 including the principal, to discuss the ramifications of dissolution and procedures;
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- 91 C. a regular or special meeting of the membership with a representative of Texas PTA; and
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- 93 D. a two-thirds (2/3) vote of the members present is required for dissolution, a quorum having been
94 established.
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96 Any Local PTA failing to follow the procedures shall forfeit all Local PTA books, records and assets to
97 Texas PTA.

98 **ARTICLE V**
99 **Membership and Dues**

100 **Section 1. Members.**

- 101 A. Membership in PTA shall be open without discrimination to anyone who believes in and
102 supports the mission and purposes of National PTA and Texas PTA.
- 103 B. Every individual who is a member of this Local PTA is a member of the National PTA and the
104 Texas PTA and is entitled to all the benefits of such membership.
- 105 C. The members of this Local PTA shall be the individual members who have paid dues for the
106 current membership year.
- 107 D. The membership year shall be August 1 – July 31. Members joining between March 16 and July
108 31 are considered to be members for the remainder of the current membership year and
109 through the end of the following membership year.
- 110 E. Only members of this Local PTA who have paid dues for the current membership year may
111 participate in the business of the association and be eligible to serve in any elected or appointed
112 position.
- 113 F. This Local PTA may admit individuals to membership at any time.
- 114 G. Members of this Local PTA are recognized as members of Texas PTA and National PTA when
115 membership rosters and dues are received by Texas PTA.

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117 **Section 2.Dues.**

118 A. Annual dues for each member shall be _____ for the local portion of dues plus state dues
119 as determined by Texas PTA and national dues as determined by National PTA.

120 B. This Local PTA shall remit a membership roster and the national and state portions of the dues
121 paid by each member of this Local PTA to the Texas PTA as required by Texas PTA.

122 **Section 3.Texas PTA Honorary Life Members.**

123 A. An honorary life membership may be granted to any deserving individual by the Local PTA upon
124 receipt of payment to Texas PTA.

125 B. An honorary life membership does not authorize the right to vote or hold office without
126 payment of the national and local portion of the dues.

127 C. Each honorary life membership grants an exemption from paying the Texas PTA portion of the
128 dues at only one (1) Local PTA.

129 **ARTICLE VI**

130 **Officers**

131 **Section 1.Eligibility.** Each officer shall be a member of this Local PTA prior to taking office.

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133 **Section 2.Officers.** The officers of this Local PTA shall be a president, ____ (*number*) vice president(s), a
134 secretary, a treasurer and a parliamentarian.

135 **Section 3.Term of Office.** Officers shall assume their official duties following the close of the school year
136 and shall serve a term of one (1) year. PTAs that do not follow a traditional school year schedule shall
137 designate a calendar year in standing rules. The elected officers shall not serve more than two (2)
138 consecutive terms in the same office. One who has served more than one-half (1/2) of a term shall be
139 credited with having served that term.

140 **Section 4.Vacancy in Office.** All officer positions not filled by election become vacant. In the case of a
141 vacancy in the office of president, the vice president shall serve notice to the executive board of the
142 election to fill the vacancy of the president and shall conduct the election. A vacancy in any office other
143 than president shall be filled by an affirmative vote of a majority of the remaining members of the
144 executive board. In the interim, duties of any vacancy shall be assumed by the executive board.

145 **Section 5.Duties of Officers.** The officers shall perform the duties as prescribed for the office in these
146 bylaws, by the executive board in applicable state statutes, and in the parliamentary authority.

147 A. **President.** The president shall:

148 1. coordinate the work of the officers and committees of the association in order that the
149 Purposes may be promoted;

150 2. confirm that a quorum is present at all meetings of the association before conducting
151 business;

152 3. preside at all meetings of the association;

- 153 4. appoint the chair of each standing committee and special committee, subject to the
154 approval of the executive board, unless otherwise provided in these bylaws;
- 155 5. be authorized to sign on bank accounts, unless prohibited by terms of employment;
- 156 6. be authorized to sign contracts approved by the executive board;
- 157 7. be listed as the principal officer and be authorized to sign tax documents, unless prohibited
158 by terms of employment;
- 159 8. confirm the executive board has reviewed and the membership has adopted the Texas PTA
160 PTA/PTSA Records Retention Policy annually;
- 161 9. confirm that all executive board members have signed the Local PTA Ethics/Conflict of Interest
162 Policy;
- 163 10. appoint a member, subject to the approval of the executive board, who is not authorized to
164 sign on the bank account to open, review, initial and date each bank statement;
- 165 11. represent the Local PTA as a delegate to Council PTA (when the Local PTA is in membership
166 with Council PTA);
- 167 12. file with the Council PTA secretary the names of this Local PTA's delegates and alternates by
168 the first regular Council PTA meeting and no later than October 1. A Local PTA joining the
169 Council PTA or making changes after October 1 shall submit any changes in writing prior to any
170 regular meeting in order to be eligible to vote;
- 171 13. confirm that all executive board members are graduates of Texas PTA Leader Orientation or
172 have completed the course by October 15 after the election;
- 173 14. submit the names and contact information of the officers and chairs to the Texas PTA Office
174 by May 1 or within 30 days after Local PTA officer elections are conducted;
- 175 15. appoint the financial reconciliation committee, subject to the approval of the executive board;
176 and
- 177 16. serve as an ex-officio member of all committees except the nominating and financial
178 reconciliation committees.
- 179 B. **Newly-elected President.** The newly-elected president, within thirty (30) days after the election
180 meeting, shall call a meeting of the newly-elected officers to:
- 181 1. appoint a parliamentarian, subject to the approval of the newly-elected officers;
- 182 2. appoint standing committee chairs, subject to approval of the newly-elected officers; and
- 183 3. conduct any other business as shall become necessary.
- 184 C. **Vice President.** The vice president shall:
- 185 1. serve as aide-to-the-president;
- 186 2. *(be in charge of _____); and*
- 187 3. preside in the absence of the president.
- 188 or
- 189 D. **(_____) Vice President.** The vice president shall:

- 190 1. be in charge of (____); and
191 2. preside in the absence of the president (in their designated order):
192 *(Add additional letters as necessary for the number of vice presidents.)*
- 193 E. **Secretary.** The secretary shall:
- 194 1. record and maintain the minutes of all meetings of the members and the executive board;
195 2. send, or cause to be sent, notice of meetings of the members and of the executive board;
196 3. be responsible for correspondence;
197 4. collect and preserve documents relating to the history of the association;
198 5. present a written report to the association as the official history to be adopted at the annual
199 meeting;
200 6. have a current copy of the bylaws;
201 7. maintain the required documents of the association to include: Texas PTA Leader
202 Orientation completion lists, records retention policy; adopted and signed ethics/conflict of
203 interest policy, membership rosters (not to be released to outside interests), adopted plans
204 of work, and completed student permission forms (if applicable);
205 8. not be a signer on the bank account;
206 9. not be a member of the financial reconciliation committee; and
207 10. not appointed to be a reviewer of the bank account.
- 208 F. **Treasurer.** The treasurer shall:
- 209 1. have custody of all the funds of the association;
210 2. serve as the chair of the budget and finance committee;
211 3. present a written and verbal financial report at executive board and association meetings
212 and as requested by the executive board or association;
213 4. maintain books of account and records including bank statements, receipts, budgets,
214 invoices, paid receipts and canceled checks in accordance with the records retention policy;
215 5. make disbursements in accordance with the budget adopted by the association;
216 6. be authorized to sign on bank accounts;
217 7. be authorized to sign tax documents, if the president is prohibited by terms of employment;
218 8. present a preliminary annual report, i.e. budget to actual, at the last association meeting;
219 9. complete and file all necessary tax documents; and
220 10. present books of account and records to the financial reconciliation committee.
- 221 G. **Parliamentarian.** The parliamentarian shall:
- 222 1. advise the presiding officer on questions of parliamentary procedure when asked; and
223 2. vote only when the vote is by ballot.

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**ARTICLE VII
Nominations and Elections**

226 **Section 1.Nominating Committee.**

227 A. **Composition.** The nominating committee shall consist of _____members and _____
228 alternate members. No individual shall serve as a member of the nominating committee for two
229 (2) consecutive terms. The president shall not serve as a member of this committee nor appoint
230 any member of this committee. Student members shall not constitute a majority of this
231 committee.

232 B. **Election of Committee.** The members of this Local PTA shall elect the members of the
233 nominating committee at a regular association meeting prior to the election meeting. The
234 election shall be by plurality vote. A vacancy on the nominating committee shall be filled by the
235 alternate with the next greatest number of votes. The chair of the nominating committee shall
236 be elected by the nominating committee.

237 C. **Duties.** The nominating committee:

- 238 1. shall consider all candidates for elected positions whose submissions meet the requirements
- 239 set forth by these bylaws and who have signified their consent to serve if elected;
- 240 2. may consider additional candidates during its deliberations; and
- 241 3. shall submit only one (1) name for each position to be filled.

242 D. **Report of the Nominating Committee.** The report of the nominating committee shall be
243 published to the membership through regular publicity channels at least seven (7) days before
244 the election meeting.

245 **Section 2.Nominations from the Floor.** Nominees from the floor shall be accepted at the election
246 meeting.

247 **Section 3.Elections.** Officers, with the exception of the parliamentarian, shall be elected by ballot in the
248 month of _____. However, if there is but one (1) nominee for an office, election for that
249 office may be by voice vote.

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**ARTICLE VIII
Meetings**

252 **Section 1.Regular Meetings.** This association shall hold a minimum of three (3) meetings a year.

253 A. Meetings of the association shall be held in the months of *(list months)*
254 _____,
255 time and date to be established by executive board. Five (5) days' notice shall be given if change
256 of date is needed. The membership shall be notified through regular publicity channels of the
257 date and time of all association meetings following the first meeting of the executive board at
258 which time this schedule is determined.

259 B. The association meeting held in *(month)* _____ shall be the election
260 meeting.

261 C. The annual association meeting in *(month of last meeting of the year)* _____ shall
262 be for the purpose of receiving reports of officers and chairs and for any other necessary
263 business.

264 **Section 2.Quorum.** The quorum for the transaction of business in any association meeting shall be
265 *(number of ten [10] or greater)* _____ members.

266 **Section 3.Proxy Voting.** There shall be no proxy voting.

267 **Section 4.Special Meetings.** A special meeting shall be called by the president or by a majority of the
268 executive board, with at least three (3) days' notice giving the place, date, time and purpose of the
269 special meeting. No other business may be conducted.

270 **ARTICLE IX**
271 **Executive Board**

272 **Section 1.Composition.** The members of the executive board shall be:

- 273 A. the officers of the association;
- 274 B. the principal of the school or the principal's representative appointed by the principal;
- 275 C. *(the chairs of standing committees); and*
- 276 D. *(additional positions such as council delegate(s), the faculty/teacher*
277 *representative(s)/liaison(s), historian, etc.).*

278 **Section 2.Eligibility.** Executive board members shall:

- 279 A. subscribe to, believe in and support the mission and purposes and policies of National PTA and
280 Texas PTA;
- 281 B. agree to join the association promptly, if not a current member at the time of election or
282 appointment;
- 283 C. receive no compensation from the association except reimbursement for reasonable expenses
284 as set forth in PTA policies and procedures; and
- 285 D. have served no more than two (2) consecutive terms in the same position.

286 **Section 3.Student Members.** For legal considerations, members under the age of 18 shall not:

- 287 A. serve as president, first vice president, secretary or treasurer;
- 288 B. serve as a signer on the bank account(s);
- 289 C. serve as the member appointed to open, review, initial and date the bank statements; and
- 290 D. hold a majority of the offices.

291 **Section 4.** A Local PTA member shall not serve as a voting member of this executive board while
292 employed by, or under contract to this Local PTA.

293 **Section 5.** Executive board members shall serve in only one (1) capacity.

294 **Section 6.Board Duties.** The duties of the executive board shall be to:

- 295 A. transact necessary business in the intervals between association meetings and such other
296 business as may be referred to it by the association;

- 297 B. present a report at the regular association meetings;
- 298 C. approve the Plans of Work of all officers and committee chairs;
- 299 D. create standing and special committees;
- 300 E. adopt the Texas PTA Local PTA/PTSA Ethics/Conflict of Interest Policy annually;
- 301 F. review the records retention policy annually;
- 302 G. prepare an annual budget for the upcoming fiscal year and submit to the association for
- 303 adoption at the annual meeting;
- 304 H. approve routine bills within the limits of the budget; and
- 305 I. fill vacancies on the board.

306 **Section 7. Board Member Duties.** The duties of each executive board member shall be to:

- 307 A. be a graduate of the Texas PTA Leader Orientation or complete the course by October 15 after
- 308 election or appointment;
- 309 B. submit a written Plan of Work to the executive board for approval;
- 310 C. have a current copy of the Local PTA bylaws;
- 311 D. deliver to successor or the president all official materials within fifteen (15) days following the
- 312 date on which the successor assumes duties;
- 313 E. attend all meetings of the association;
- 314 F. sign the ethics/conflict of interest policy, as adopted;
- 315 G. abide by the policies and procedures as set forth by Texas PTA; and
- 316 H. perform the duties outlined in these bylaws, governing documents and those assigned by the
- 317 president.

318 **Section 8. Meetings.**

- 319 A. **Regular Meetings.** Regular meetings of the executive board shall be held prior to each meeting
- 320 of the association.
- 321 B. **Special Meetings.** Special meetings of the executive board may be called by the president or by
- 322 a majority of the members of the executive board with notice given in writing, including
- 323 electronic mail, to each executive board member at least three (3) days before the meeting.
- 324 C. **Proxy Voting.** There shall be no proxy voting.
- 325 D. **Quorum.** A majority of the members of the executive board shall constitute a quorum.
- 326 E. **Emergency Voting.** In an emergency situation, the executive board may vote by phone, email,
- 327 or other electronic means if authorized by the president. Members shall have at least twenty-
- 328 four (24) hours to cast their votes. A two-thirds (2/3) vote of the entire executive board is
- 329 required for adoption, and the vote shall be recorded in the minutes of the next regular meeting
- 330 of the executive board.

331 **Section 9. Removal and Resignation.** Any executive board member may be removed from office with

332 cause by the affirmative vote of two-thirds (2/3) of the members of the executive board then in office,

333 quorum having been established. Any executive board member may resign at any time by delivering a
334 written resignation to the Local PTA president or secretary.

335 **ARTICLE X**
336 **Committees**

337 **Section 1. Committees.** The executive board may create such standing and special committees as it may
338 deem necessary to promote the Purposes.

339 The president shall be an ex-officio member of all committees except the financial reconciliation
340 committee and nominating committee.

341 **Section 2. Term.** Chairs shall assume their official duties following the close of the school year and shall
342 serve a term of one (1) year.

343 **Section 3.** Only one (1) person shall be appointed to serve in any one (1) chair position.

344 **Section 4.** No chair shall serve in the same office for more than two (2) consecutive terms. One who
345 has served more than one-half (1/2) of a term shall be credited with having served that term.

346 **Section 5. Standing Committee Chairs.** All standing committee chairs shall:

- 347 A. deliver to their successors or the president all official materials;
- 348 B. present a written Plan of Work to the executive board for approval;
- 349 C. have a current copy of the Local PTA bylaws; and
- 350 D. perform other duties as assigned by the president.

351 **Section 6. Proxy Voting.** There shall be no proxy voting.

352 **Section 7. Quorum.** The quorum of any committee shall be a majority of its members.

353 **ARTICLE XI**
354 **Council Membership**

355 *(This article applies only to Local PTAs holding membership in a Council of PTAs and shall correspond to*
356 *the Council PTA bylaws. If the Local PTA is in Council PTA membership, this Article XI is necessary in the*
357 *Local PTA bylaws. If the Local PTA is not in Council PTA membership, indicate "not applicable" and do*
358 *not complete the blanks.)*

359 **Section 1. Representation.**

360 A. This Local PTA shall be represented in meetings of the _____ Council of
361 Parent Teacher Associations by the president or alternate, the principal or alternate and by
362 delegate(s) or alternate(s). The number of delegates shall correspond with the number as
363 stated in the Council PTA bylaws. All representatives to the Council PTA shall be members of the
364 Local PTA they represent.

365 B. Delegates and their alternates shall be *(elected by the membership; elected by the executive*
366 *board; or appointed, subject to the approval of the executive board)* by (month) _____.

367 C. Delegates to _____ Council of PTAs shall serve for a term of one (1) year.

368 **Section 2.Dues.** This association shall pay annual dues to the _____ Council of PTAs
369 no later than October 15. The amount of dues shall correspond with the amount as stated in the
370 Council PTA bylaws.

371 **ARTICLE XII**
372 **Texas PTA Annual Meeting**

373 This Local PTA shall be represented at the annual meeting of the Texas PTA by the president or
374 appointed alternate and additional accredited delegates.

- 375 A. All delegates from this Local PTA to the Texas PTA annual meeting shall be members of this Local
376 PTA.
- 377 B. Voting delegates and their alternates shall be *(elected or appointed, subject to the approval of*
378 *the executive board)* _____.

379 **ARTICLE XIII**
380 **Fiscal Accountability**

381 **Section 1.Fiscal Year.** The fiscal year of this association shall begin _____ and end on the
382 following _____. *(Suggested dates: July 1-June 30).*

383 **Section 2.Signers.** Signers on the bank account shall not be related by blood or marriage and shall not
384 reside in the same household.

385 **Section 3.Financial Reconciliation.**

- 386 A. A financial reconciliation shall be performed:
- 387 1. at the end of the fiscal year;
- 388 2. when any authorized check signer is added or deleted on any bank account; and
- 389 3. at any time deemed necessary by the president or three (3) or more members.
- 390 B. The president shall appoint, subject to the approval of the executive board, a financial
391 reconciliation committee consisting of not less than three (3) members, who are not authorized
392 signers. Members of the financial reconciliation committee shall not be the incoming treasurer
393 or be related by blood or marriage and shall not reside in the same household as the authorized
394 signers.
- 395 C. For the financial reconciliation required at the end of the fiscal year, the president shall appoint
396 the financial reconciliation committee at least thirty (30) days before the last meeting of the
397 year.
- 398 D. The financial reconciliation committee report shall be adopted by a majority vote of the
399 association at the first regular meeting following the financial reconciliation.

400 **ARTICLE XIV**
401 **Parliamentary Authority**

402 The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern this PTA
403 in all cases to which they are applicable and in which they are not inconsistent with these bylaws, and
404 any other bylaws or rules adopted by National PTA and Texas PTA.

405 **ARTICLE XV**
406 **Amendment of Bylaws**

407 **Section 1.Submission.** These bylaws may be amended at any meeting of the association, provided a
408 quorum is present, by two-thirds (2/3) vote of the members present and voting. Notice of each
409 proposed amendment shall be provided to the membership through regular publicity channels thirty
410 (30) days prior to the meeting at which the amendment is voted upon or at the previous regular
411 meeting. The amendment shall be subject to approval of the Texas PTA.

412 **Section 2.Approval.** After adoption at a meeting of the association, the bylaws and standing rules shall
413 be submitted for approval to Texas PTA according to the policies and procedures of Texas PTA.
414 Amended bylaws or standing rules go into effect when an approved copy is returned by the Texas PTA.

415 **Section 2.Review.** This Local PTA shall submit bylaws (and standing rules, if applicable) to the Texas PTA
416 for review every five (5) years.

417 **Section 3.Adoption.** The adoption of an amendment to any provision of the bylaws by Texas PTA shall
418 serve automatically and without the requirement of further action by the Local PTA to amend its
419 corresponding bylaws.

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435 As adopted by the Texas PTA Board of Directors October, 2013 to take effect February, 2014.