

**Bylaws
of
Morgan Elementary
Parent Teacher Organization**

Article I – Name

The name of the organization shall be the Morgan Elementary Parent Teacher Organization.

Article II – Purpose

The purpose of the Morgan Elementary Parent Teacher Organization is to strengthen, enhance, and encourage the educational and social environment at Morgan Elementary School by supporting the school, encouraging parental involvement, and organizing school and family events.

Article III – Members

SECTION 1. Any parent, guardian, or other adult standing in loco parentis for a student at the school may be a member and have voting rights. Any teacher employed at the school may be a member and have voting rights. The principal and other administrators shall not have voting rights, but act in an advisory capacity to the group rather than as voting members.

Article IV – Officers

SECTION 1. Officers. The officers shall be a president, vice president, and secretary.

SECTION 2. Terms of Office. Officers are elected for one year. Officers are limited to a maximum of two consecutive one-year terms, unless no other candidates are willing to run for that office. In that case, the incumbent(s) may seek an additional one-year term.

SECTION 3. Nominating PTO Officers. The nomination and election process will be handled by the current officers, as long as they sincerely attempt to be unbiased and open to new nominees. Self-nomination is the norm. If a member is nominated by someone else, the nominee must agree to the nomination before his/her name is put into consideration. Nominations will be allowed from the floor the day of the election, i.e., up until the time that the members are ready to vote. The members must move to “close nominations” before the vote begins. Nominees will introduce themselves at the election meeting. Nominees should share why they want to be elected, highlights of their PTO service, and any special skills they bring to the PTO. Members may also run together, as a group or “slate.”

SECTION 4. Electing and Voting on PTO Officers. Elections are to be held at the same meeting each year. (May is most typical.) All members who are in

attendance will be allowed to vote. Only members who are present can vote. Elections shall take effect immediately. If there are not enough nominees to hold a formal election, i.e., a sufficient number of candidates to fill the vacant offices, the members will be asked to approve the next proposed slate of informally recruited officers.

Article V – Meetings

SECTION 1. Regular Meetings. The regular meeting of the organization shall be held monthly, on the same day and time, or at a time and place determined at least one month before the meeting. The Secretary will notify the members of the meetings.

SECTION 2. Voting. A majority vote of members shall be required to fill a vacancy. In the event of a tie, candidates may choose to share the job (for example, co-presidents or “tri-officers”) or take on a different project, such as chairing an important committee or holding a different office. These details can be worked out in advance of an election should two or more nominees choose to share duties.

Article VI – Committees

SECTION 1. Membership. Committees may consist of PTO members, with the president acting as an ex officio member of all committees.

SECTION 2. Committee Chairs. Chairs shall be selected or appointed by the president.

Article VII – Finances

All expenses shall be approved by a minimum of two officers or the PTO president and school secretary.

Article VIII – Amendments

These bylaws may be altered, amended, or repealed and new bylaws may be adopted by the members at any regular or special meeting, providing that previous notice was given in writing at the prior meeting and then sent to participating members of the organization by the secretary. Notice may be given by postal mail, email, or fax. Amendments will be approved by a majority vote of those present.