Proposed bylaws amendment: Article XI - Committees

A. Composition, Appointment, Accountability, Ex-officio Members, Subcommittees, and Term

B. Responsibilities of Committees

Section 2. Special Committees

Please carefully review the proposed bylaws amendment below and provide comment through this survey by April 9, 2021.

 Article XI – Committees

Proposed Amendment: To amend Article XI by striking the article in its entirety and replacing with the following:

 Article XI–Committees

Section 1. Standing Committees.
A. Composition, Appointment, Accountability, Ex-officio Members, Subcommittees, and Term. The standing committees of National PTA shall be executive director performance evaluation; field service; finance; governance; legislation; membership; and strategic vision. In addition, the nominating and leadership recruitment committee is a standing committee established elsewhere in these bylaws.

1. Committee members shall be members of a PTA constituent association or National PTA.
   a) The executive director performance review, finance, governance, and strategic vision committees shall be composed of not less than five (5) members of the board of directors. The finance committee shall be chaired by the secretary-treasurer and the president-elect shall serve on the committee.
   b) The legislation, membership, and field service committees shall be composed of not less than five (5) members; board members shall not be the majority composition of these committees.
   c) No member shall simultaneously serve as chair of more than one standing committee.

2. The president shall appoint members of the committees at the first board meeting following the officer election.

3. All committees shall report to the board of directors and shall be responsible to the president between meetings of the board. Policy recommended by a committee shall be approved by the board of directors.

4. Ex-officio members:
   a) The president shall be ex officio a member of all committees except the nominating and leadership recruitment committee.
   b) The chair of each standing committee shall be ex officio a member of all subcommittees of that committee.

5. Subcommittees may include nonmembers of a committee recommended by the chair, appointed by the president, and approved by the board of directors.

6. Unless prescribed for otherwise in these bylaws, committee members shall serve a term of two (2) years or until their successors are elected or appointed. Committee members may serve for two (2) consecutive terms on the same committee.
B. Responsibilities of Committees. In addition to the responsibilities described herein, each committee shall fulfill the responsibilities outlined in PTA policy.

1. **Executive Director Performance Evaluation Committee.** The executive director performance evaluation committee shall recommend to the board of directors the evaluation process of the executive director, facilitate the annual review of the executive director, and review and recommend compensation of the executive director.

2. **Field Service Committee.** The field service committee shall develop and evaluate strategies for the effectiveness of service delivery to all constituent associations.

3. **Finance Committee.** The finance committee shall prepare and present an annual budget to the board of directors for its approval and recommend an auditing firm.

4. **Governance Committee.** The governance committee shall review National PTA bylaws on an annual basis, review submitted bylaws amendments, originate proposed bylaw amendments, submit proposed amendments or revisions to the board of directors, annual review the governance policy manual, make recommendations to the board of directors for revisions of the governance policy manual, and coordinate the annual board of directors assessment.

5. **Legislation Committee.** The legislation committee shall review the legislative agenda of National PTA; make recommendations concerning the legislative agenda to the board of directors; solicit, review and recommend proposed resolutions for consideration to the board of directors; and review adopted resolution and recommend to retain, amend, or rescind those resolutions.

6. **Membership Committee.** The membership committee shall provide expertise in membership development and marketing; identify overall membership development strategies for National PTA; and, recommend varied membership tools and resources.

7. **Strategic Vision Committee.** The strategic vision committee shall recommend to the board of directors every three years a strategic vision of National PTA and provide an annual review of the strategic vision to the board of directors.

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Section 2. Special Committees. The board of directors may establish special committees as needed. The members of the special committees shall be appointed by the president and approved by the board of directors.

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<tr>
<td><strong>Article XI–Committees</strong></td>
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<td>Section 1. Standing Committees.</td>
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<td>A. Composition, Appointment,</td>
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Accountability, Ex-officio Members, Subcommittees, and Term. The standing committees of National PTA shall be bylaws; diversity, inclusion and outreach; elections; field service; finance; historical preservation; legislation; membership; resolutions; and youth engagement. In addition, the nominating and leadership recruitment committee is a standing committee established elsewhere in these bylaws.

1. Committee members shall be members of a PTA constituent association or National PTA.
   a. The bylaws committee shall be composed of not more than five (5) members, one of whom shall be appointed by the president from among the members of the board of directors.
   b. The diversity, inclusion and outreach committee shall be composed of not more than nine (9) members.
   c. The elections committee shall be composed of not more than five (5) members.
   d. The field service committee shall be composed of not more than seven (7) members.
   e. The finance committee shall be composed of not more than five (5) members as follows: the secretary-treasurer, who shall be the chair, the president-elect, and three (3) additional members of the board of directors.
   f. The historical preservation committee shall be composed of the past national presidents with the

Accountability, Ex-officio Members, Subcommittees, and Term. The standing committees of National PTA shall be executive director performance review, finance, governance, and strategic vision committees shall be composed of not less than five (5) members of the board of directors. The finance committee shall be chaired by the secretary-treasurer and the president-elect shall serve on the committee.

b. The legislation, membership, and field service committees shall be composed of not less than five (5) members; board members shall not be the majority composition of these committees.

c. No member shall simultaneously serve as chair of more than one standing committee.

2. The president shall appoint members of the committees at the first board meeting following the officer election.

3. All committees shall report to the board of directors and shall be responsible to the president between meetings of the board. Policy recommended by a committee shall be approved by
Proposed Bylaws Amendment: Article XI - Committees, Section 1. Standing Committees, A. Composition, Appointment, Accountability, Ex-officio Members, Subcommittees, and Term. B. Responsibilities of Committees, Section 2. Special Committees

immediate past president serving as the chair. If the immediate past president chooses not to serve or is unable to serve, the committee shall elect the chair. A quorum of the historical preservation committee shall be three (3).

g. The legislation committee shall be composed of not more than five (5) members, one of whom shall be the vice-president of advocacy, who shall serve as the chair.

h. The membership committee shall be composed of not more than seven (7) members, one of whom shall be the vice-president of membership, who shall be the chair.

i. The resolutions committee shall be composed of not more than seven (7) members.

j. The youth engagement committee shall be composed of not more than five (5) members, two (2) of whom shall be youth members to the board of directors. The chair shall be from among the youth members of the board of directors. The members of the committee must be at least 18 years of age but not more than 22 years of age on date of appointment.

k. No member shall simultaneously serve as chair of more than one standing committee.

the board of directors.

4. Ex-officio members:
   a. The president shall be ex officio a member of all committees except the nominating and leadership recruitment committee.
   b. The chair of each standing committee shall be ex officio a member of all subcommittees of that committee.

5. Subcommittees may include nonmembers of a committee recommended by the chair, appointed by the president, and approved by the board of directors.

6. Unless prescribed for otherwise in these bylaws, committee members shall serve a term of two (2) years or until their successors are elected or appointed. Committee members may serve for two (2) consecutive terms on the same committee.

B. Responsibilities of Committees. In addition to the responsibilities described herein, each committee shall fulfill the responsibilities outlined in PTA policy.

1. Executive Director Performance Evaluation Committee. The executive director performance evaluation committee shall recommend to the board of directors the evaluation process of the executive director, facilitate the annual review of the executive director, and recommend compensation of the executive director.

2. Field Service Committee. The field service committee shall develop and evaluate strategies for the effectiveness of service delivery to all constituent
Proposed Bylaws Amendment: Article XI - Committees, Section 1. Standing Committees, A. Composition, Appointment, Accountability, Ex-officio Members, Subcommittees, and Term, B. Responsibilities of Committees, Section 2. Special Committees

2. The president shall appoint members of the committees at the first board meeting in odd-numbered years.

3. All committees shall report to the board of directors and shall be responsible to the president between meetings of the board. Policy recommended by a committee shall be approved by the board of directors.

4. Ex-officio members:
   a. The president shall be ex officio a member of all committees except the nominating and leadership recruitment committee.
   b. The chair of each standing committee shall be ex officio a member of all subcommittees of that committee.

5. Subcommittees may include nonmembers of a committee recommended by the chair, appointed by the president, and approved by the board of directors.

6. Unless prescribed for otherwise in these bylaws, committee members shall serve a term of two (2) years or until their successors are elected or appointed. Committee members may serve for two (2) consecutive terms on the same committee.

B. Bylaws Committee. In addition to the responsibilities prescribed in PTA policy, the bylaws committee shall review submitted bylaws amendments, originate proposed bylaw amendments, and submit proposed amendments or revisions to the board of directors and to the members together with the associations.

3. **Finance Committee.** The finance committee shall prepare and present an annual budget to the board of directors for its approval and recommend an auditing firm.

4. **Governance Committee.** The governance committee shall review National PTA bylaws on an annual basis, review submitted bylaws amendments, originate proposed bylaw amendments, submit proposed amendments or revisions to the board of directors, annually review the governance policy manual, make recommendations to the board of directors for revisions of the governance policy manual, and coordinate the annual board of directors assessment.

5. **Legislation Committee.** The legislation committee shall review the legislative agenda of National PTA; make recommendations concerning the legislative agenda to the board of directors; solicit, review and recommend proposed resolutions for consideration to the board of directors; and review adopted resolutions and recommend to retain, amend, or rescind those resolutions.

6. **Membership Committee.** The membership committee shall provide expertise in membership development and marketing; identify overall membership development strategies for National PTA; and recommend varied membership tools and resources.

7. **Strategic Vision Committee.** The strategic vision committee shall recommend to the board of directors every three years a
committee’s recommendations for action.

C. **Diversity, Inclusion and Outreach Committee.** In addition to the responsibilities prescribed in PTA policy, the diversity, inclusion and outreach committee shall promote inclusion, engagement, and full involvement of diverse populations, in all of its aspects, at all levels of National PTA.

D. **Elections Committee.** In addition to the responsibilities prescribed in PTA policy, the elections committee shall administer the election process and develop guidelines for campaigning and campaign materials.

E. **Field Service Committee.** In addition to the responsibilities prescribed in PTA policy, the field service committee shall develop and evaluate strategies for the effectiveness of service delivery to all constituent associations.

F. **Finance Committee.** In addition to the responsibilities prescribed in PTA policy, the finance committee shall prepare and present an annual budget to the board of directors for its approval and recommend an auditing firm.

G. **Historical Preservation Committee.** In addition to the responsibilities prescribed in PTA policy, the historical preservation committee shall serve as the association’s primary resource on historical and cultural preservation, make recommendations concerning archival maintenance to the board of directors, and provide guidance and assistance in securing sustainable funding for archiving acquisition and maintenance.

H. **Legislation Committee.** In addition to the responsibilities prescribed in PTA policy, the legislation committee shall

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**Section 2. Special Committees.** The board of directors may establish special committees as needed. The members of the special committees shall be appointed by the president and approved by the board of directors.
Proposed Bylaws Amendment: Article XI - Committees, Section 1. Standing Committees, A. Composition, Appointment, Accountability, Ex-officio Members, Subcommittees, and Term, B. Responsibilities of Committees, Section 2. Special Committees

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<th>Committees</th>
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<td><strong>Standing Committees</strong></td>
<td>review the legislative agenda of National PTA and make recommendations concerning the legislative agenda to the board of directors.</td>
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<tr>
<td><strong>I. Membership Committee.</strong></td>
<td>In addition to the responsibilities prescribed in PTA policy, the membership committee shall provide expertise in membership development and marketing; identify overall membership development strategies for National PTA; and, recommend varied membership tools and resources.</td>
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<td><strong>J. Resolutions Committee.</strong></td>
<td>In addition to the responsibilities prescribed in PTA policy, the resolutions committee shall: 1. Solicit, review, and recommend proposed resolutions for consideration to the board of directors; and 2. Review adopted resolutions and recommend to retain, amend, or rescind those resolutions.</td>
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<td><strong>K. Youth Engagement Committee.</strong></td>
<td>In addition to the responsibilities prescribed in PTA policy, the youth engagement committee shall work in collaboration with local, state, and national PTAs to provide education, resources, leadership training, and opportunities to increase youth participation and visibility in PTA.</td>
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**Section 2. Special Committees.** The board of directors may establish special committees as needed. The members of the special committees shall be appointed by the president and approved by the board of directors.

**Rationale:** Committees of National PTA should be defined as the legal/governance committees of the board of directors and the committees dedicated to service and
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advancement of the National PTA mission. Through reducing the number of standing committees, special committees can be established for specific purposes to meet the needs of the association and fulfillment of the strategic vision. Additionally, by providing a minimum number of committee members, committees can be comprised of the number of individuals to meet the needs of the committee and fulfillment of their plan of work. This will allow the National PTA committee structure to be strategic in the work and composition of the committees and will engage more stakeholders as leadership is developed within the committee structure.