

# LOCAL UNIT BYLAWS

## Lincoln Elementary School

Allegheny\_County      Region (number) 3

### # ARTICLE I: NAME

The name of this association is the Lincoln Elementary School Parent-Teacher Association (PTA) or the Mt. Lebanon, Pennsylvania. It is a local PTA organized under the authority of the Pennsylvania Congress of Parents and Teachers, Inc. (the Pennsylvania PTA), a branch of the National Congress of Parents and Teachers (the National PTA).

### # ARTICLE II: PURPOSES

**Section 1.**      The purposes (objects) of the Lincoln Elementary School PTA in common with those of the National PTA and the Pennsylvania PTA are:

- a.      to promote the welfare of children and youth in home, school, places of worship, and throughout the community;
- b.      to raise the standards of home life;
- c.      to advocate for laws that further the education, physical and mental health, welfare, and safety of children and youth;
- d.      to promote the collaboration and engagement of families and educators in the education of children and youth;
- e.      to engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth; and
- f.      to advocate for fiscal responsibility regarding public tax dollars in public education funding.

**Section 2.**      The purposes of the National PTA, the Pennsylvania PTA and this PTA are promoted through an advocacy and education with parents, families, teachers, educators, students, and the general public; developed through conferences, committees, projects, and programs; and governed and qualified by the basic principles set forth in Article III.

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

## # ARTICLE III: PRINCIPLES AND BASIC POLICIES

**Section 1.** The following are principles of the Lincoln Elementary School PTA in common with those of the National PTA and the Pennsylvania PTA:

- a. The association shall be noncommercial, nonsectarian, and nonpartisan.
- b. The association shall work to engage and empower children, families, and educators within schools and communities to provide quality education for all children and youth, and shall seek to participate in the decision-making process by influencing school policy and advocating for children's issues, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities.
- c. The association shall work to promote the health and welfare of children and youth, and shall seek to promote collaboration among families, schools, and the community at large.
- d. Commitment to inclusiveness and equity, knowledge of PTA, and professional expertise shall be guiding principles for service in National PTA.

**Section 2.** The following basic policies of Lincoln Elementary School PTA in common with those of Pennsylvania PTA are listed as the 'operational requirements and dissolution' of National PTA:

- a. No part of the net earnings of the association shall inure to the benefit of, or be distributable to, its members, directors, trustees, officers, or other private persons except that the association shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payments and distributions in furtherance of the purposes set forth in Article II hereof.
- b. Notwithstanding any other provision of these articles, the association shall not carry on any other activities not permitted to be carried on (i) by an association exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (ii) by an association, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.
- c. Upon the dissolution of the association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to one or more nonprofit funds, foundations, or associations that have established their tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and whose purposes are in accordance with National PTA.
- d. The association or members in their official capacities shall not, directly or indirectly, participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.

## # ARTICLE IV: RELATIONSHIP WITH NATIONAL PTA & PENNSYLVANIA PTA

**Section 1.** This local PTA shall be organized and chartered under the authority of the Pennsylvania PTA, in the area in which this local PTA functions, in conformity with such rules and regulations, not in conflict with the Pennsylvania PTA bylaws. The Pennsylvania PTA shall issue to this local PTA an appropriate charter evidencing its organization and good standing. Five (5) members (minimum) are required to organize a new local unit PTA and to maintain PTA status.

**Section 2.** Pennsylvania PTA provides services only to local PTAs that are in good standing. To participate in the Reflections Program at the state level and receive state mailings, local units must be in good standing.

**Section 3.** To be a “unit in good standing” this local PTA shall:

- a. adhere to the purposes, principles and basic policies of the PTA;
- b. have bylaws approved according to the procedures of the Pennsylvania PTA;
- c. remit the state and national portion of the membership dues in accordance with these bylaws(Article VII: Membership & Dues. #Section 10);
- d. submit the Annual Local Unit Registration Form to the state office immediately upon election of officers and no later than June 15 annually;
- e. forward to the state office each year upon completion a copy of the Form 990N, 990, or 990EZ as required per IRS regulations;
- f. forward a signed copy of all audit reports to the state office immediately following their adoption by the general membership; and
- g. meet other criteria as may be prescribed by the Pennsylvania PTA.

## **# ARTICLE V: BYLAWS**

**Section 1.** The articles of organization of this local PTA include (a) the bylaws of such association and (b) the certificate of incorporation or articles of incorporation of such association (in cases in which the association is a corporation) or the articles of association by whatever name (in cases in which the association exists as an unincorporated association).

**Section 2.** This PTA shall adopt such bylaws for the government of the association on a model provided by the Pennsylvania PTA and such bylaws shall be approved by the Pennsylvania PTA. Such bylaws shall not be in conflict with the National PTA bylaws or the bylaws of Pennsylvania PTA.

**Section 3.** The adoption of an amendment to any provision of the National PTA or the Pennsylvania PTA bylaws shall apply automatically and without the requirement of further action by this local PTA to amend its corresponding bylaws. Notwithstanding the automatic character of the amending process, this local PTA shall promptly incorporate such amendments in its bylaws.

**Section 4.** This local PTA shall include in its bylaws provisions corresponding to the provisions of National PTA and Pennsylvania PTA bylaws identified by the number (#) symbol.

**Section 5.** Local Unit bylaws shall be updated every five (5) years on the most current model available from the Pennsylvania PTA.

## **# ARTICLE VI: VOTING**

**Section 1.** Only members of this local PTA who have paid dues for the current membership year may vote on the business of this local PTA.

**Section 2.** Each member is entitled to one (1) vote, even though they may be serving in more than one (1) position.

**Section 3.** Current membership must be verified for voting privileges.

**Section 4.** The bylaws of this local PTA shall prohibit voting by proxy.

## **ARTICLE VII: MEMBERSHIP & DUES**

**#Section 1.** Every individual who is a member of this local PTA is, by virtue of that fact, a member of the National PTA and of the Pennsylvania PTA by which this local PTA is chartered, and is entitled to all the benefits of such membership.

**#Section 2.** Membership in PTA shall be open, without discrimination, to anyone who believes in and supports the mission, purposes and principles of the National PTA.

**#Section 3.** This local PTA shall conduct an annual enrollment of members, but may admit individuals to membership at any time. The membership year shall begin on July 1 and end on June 30 annually.

**#Section 4.** Each member of this local PTA shall pay such annual dues to said association as may be prescribed by the association. The amount of such dues shall include the portion payable to the Pennsylvania PTA -the "state portion"- and the portion payable to the National PTA -the "national portion."

**#Section 5.** The national portion of each member's dues shall be two dollars and twenty-five cents (\$2.25) per annum as determined by the National PTA.

**#Section 6.** The state portion of each member's dues shall be two dollars and seventy five cents (\$2.75) per annum, to be determined by the Pennsylvania PTA.

**Section 7.** The local portion of each member's dues shall be determined by this local PTA at their annual general membership meeting.

**#Section 8.** Local PTA Membership:

- a. Upon payment of dues, a person of Full Age shall become a member of a local PTA unit and shall be entitled to all privileges of membership, including holding office and voting.
- b. Upon payment of dues, a person of less than Full Age (example: student in a PTA) shall become a member of a local PTA unit and shall be entitled to all privileges of membership including voting, holding chairmanships and offices, with the exception of President, First Vice-President, Secretary and Treasurer.
- c. Full Age: Of the age of eighteen years or over, as set forth by the Pennsylvania Consolidated Statutes, Title 15, Corporations and Unincorporated Associations, under which the Pennsylvania Congress of Parents and Teachers, Inc. is governed along with the Pennsylvania PTA bylaws.
- d. Current membership must be verified for voting privileges.