



Missouri PTA
2101 Burlington St.
Columbia, MO 65202
(573) 445-4161

Our Vision: "Every Child's Potential is a Reality"

April 25, 2019

Jennifer Griffith, President
Mill Creek Elementary PTA
jgriffith1975@gmail.com

Jennifer Allen, Secretary
Mill Creek Elementary PTA
jwalkerallen@hotmail.com

Dear Jennifer & Jennifer,

Congratulations! Your Bylaws have been approved!

Bylaws approval date: 4-18-2019

Next review date is: 4-18-2022

Please note any amendments that were adopted at the annual Missouri PTA Convention are considered mandatory changes. Your submitted bylaws may have been adjusted to reflect these changes.

The attached approved copy is considered the official bylaws document for your unit and displays the approval stamp. A copy should be placed in your Secretary's records and made available to your membership.

As a reminder, your bylaws must be submitted to Missouri PTA for approval every three (3) years. Amendments may be submitted at any time upon approval by your membership.

If you have any questions, please do not hesitate to email me.

Sincerely,

Carla Wiese
President-Elect

Attachment-Bylaws

BYLAWS FOR MILL CREEK PTA

ARTICLE I: NAME

The name of this organization is the Mill Creek Parent Teacher Association (PTA), Heritage Region, Columbia, Missouri. It is a local PTA under the authority of the Missouri Congress of Parents and Teachers (the Missouri PTA), a branch of the National Congress of Parents and Teachers (the National PTA).

ARTICLE II: PURPOSES

Section 1. The Purposes of the Mill Creek PTA, in common with those of the National PTA and the Missouri PTA are:

- a. To promote the welfare of children and youth in home, school, place 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; and
- e. To engage the public in policies for the children, physical, mental, emotional, social, and spiritual well-being of children and youth.

es Commitment to inclusiveness and equity, knowledge of PTA, and professional expertise shall be guiding principles for service in Missouri PTA.

- e. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, directors, trustees, officers or other private persons, except

that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution in furtherance of the purposes set forth in Article II hereof.

benefits of such membership.

Section 2. Membership in this local PTA shall be open, without discrimination, to anyone who believes in and supports the mission and purposes of 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 be July 1 through June 30.

Section 4. Each member of this local PTA shall pay such annual dues to said organization as may be determined by the organization. The amount of such dues shall include the portion payable to the Missouri PTA (the state portion) and the portion payable to the National PTA (the national portion).

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

Section 6. The Missouri PTA portion of each member's dues shall be two dollars (\$2.00) per annum.

Section 7. Each member of this local PTA shall pay annual dues of \$5.00 to said organization. The amount of such dues shall include the portion payable to the Missouri PTA and the portion payable to the National PTA.

Section 8. Local units may enroll business members. The amount of such dues shall include five dollars and fifty cents (\$5.50) per business member, which includes the state portion, national portion and service fees.

Section 9. Each business member of this local PTA shall pay business membership dues of twenty-five dollars (\$25.00) to said organization.

Section 10.

- a. The local treasurer shall keep the record of the state and national portions of the membership dues

Section 5. The vote shall be conducted by ballot, a majority shall elect. When there is only one (1) candidate for an office, the election may be held by voice vote.

Section 6. The following provisions shall govern the eligibility of individuals t

b. perform the duties of president in the president's absence if the 1st

- and
- c. turn over to the president, without delay, all records, books, and other materials pertaining to their office, and shall return to the treasurer, without delay, all receipts and funds pertaining to their office upon the expiration of their term or in case of resignation.

ARTICLE VIII: EXECUTIVE BOARD

Section 1. Each board member shall be a member of this local PTA. No person shall hold any elective or appointive position in any local PTA who is not a member in good standing of such local PTA.

Section 2

Section 2. Standing committees are those that perform a continuing function and serve all year. Such standing committees may be created by the board to promote and carry out the Purposes and the work of the PTA. The standing committees of this local PTA shall be created as needed.

Section 3. Special committees are created for a special purpose and automatically cease to exist when their work is done and the final report is received. The board may create such special committees as it may deem necessary.

Section 4. The chairmen of committees shall be selected by the 1st vice-president of the association and shall serve for a term of one or more years until the selection of a successor.

Section 5. The chair of each committee shall present a plan of work to the executive board for approval. No committee work shall be undertaken without the consent of the board.

Section 6. The president shall be a member ex officio of all committees except the nominating committee. The president shall be notified of all committee meetings.

ARTICLE X: GENERAL MEMBERSHIP (UNIT) MEETINGS

Section 1. In general membership (unit) meetings the right to offer motions, make nominations, speak in debate, and vote, shall be limited to members of this association whose dues are paid.

Section 2. Regular meetings of the general membership (unit) of the local PTA shall be held four (4) times a year, unless otherwise provided by this local PTA, the board or executive committee. Seven (7) days' notice shall be given to the membership of any change of date.

Section 3. Special meetings of this local PTA may be called by the president or by a majority of the board seven (7) days' notice having been given.

Section 4. Ten (10) members shall be elected to the board of directors for a term of one (1) year. The board shall elect a president and a vice-president from among its members. The president shall preside at all meetings of the association and shall see that the business of the association is conducted in accordance with the purposes and the work of the PTA.

ARTICLE XIII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the National PTA and the Mill Creek PTA in all cases in which they are applicable and in which they are not in conflict with these bylaws, the bylaws of the National PTA, the Missouri PTA Bylaws or the Articles of Incorporation.

ARTICLE XIV: AMENDMENTS

Section 1. These bylaws may be amended at any general membership (unit) meeting of the Mill Creek PTA by a two-thirds (2/3) vote of those members present and voting, a quorum being present, provided that the proposed amendments have been provided to the membership at the previous meeting or seven (7) days prior to the meeting.

Section 2. If a complete revision of the bylaws is needed, a committee may be appointed by a majority vote at a general membership (unit) meeting of this local PTA, or by a two-thirds vote of the board of this

**MILL CREEK PTA
HERITAGE REGION
BYLAWS COMMITTEE**

Bylaws Committee: Jennifer M Griffith Megan Keicher
(chairman) (member)

Jenny Allen Erin McCurry
(member) (member)

Christina Richardson Beth Dixon
(member) (member)

Sarah Schneider
(member)

Bylaws Revised: 01/08/2019 Bylaws Approved by Unit: 01/08/2019
(date) (date)