

**NEVADA PARENT TEACHER  
ASSOCIATION  
BYLAWS**



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## **Article I. Name**

The name of this association is Nevada Congress of Parents and Teachers. It is a nonprofit corporation organized under the laws of Nevada. It is also commonly known, and will be referred to in these bylaws, as “Nevada PTA.”

## **#Article II. Purposes**

**Section 1.** The purpose or purposes (Objects) which the corporation will hereafter pursue 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; To engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth; and
- 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 PTA are promoted through an advocacy and educational program directed toward parents, teachers, and the general public; developed through conferences, committees, projects, and programs; and governed and qualified by the basic policies 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 referred to as “Internal Revenue Code”).

## **#Article III. Basic Policies**

The following are basic policies of Nevada PTA:

- a. The association shall be noncommercial, nonsectarian, and nonpartisan.
- b. The association shall work with the schools and community to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, 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 between parents, schools, and the community at large.

- d. 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.
- e. 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 organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.
- f. Upon the dissolution of this 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 organizations that have established their tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and whose purposes are in accordance with those of National PTA.
- g. 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. Constituent Associations**

**Section 1.** The constituent associations of Nevada PTA include:

- a. Local PTAs (Parent Teacher Associations) or PTSAs (Parent Teacher Student Associations) organized under the authority of the Nevada PTA, and
- b. Council PTAs/PTSAs organized under the direct authority of the Nevada PTA.

**#Section 2.** The Nevada PTA shall determine criteria for establishing constituent associations and setting standards for continuing affiliation with the Nevada PTA and National PTA.

**#Section 3.** There shall be no proxy voting by any constituent association of the Nevada PTA.

**#Section 4.** The purposes and basic policies of the Nevada PTA shall in every case also be the purposes and basic policies of each constituent association.

**#Section 5.** Each constituent association shall adopt bylaws for the government of the association. Such bylaws shall not be in conflict with National PTA or Nevada PTA Bylaws. Such bylaws shall include an article on amendments and shall include a provision establishing a quorum.

**#Section 6.** Each constituent association shall include in its bylaws provisions that correspond to Nevada PTA's bylaws. These provisions, identified by the number symbol (#), shall remain verbatim.

#### **Article V. Members and Dues**

**#Section 1.** Every individual who is a member of a local PTA organized by Nevada PTA also is a member of National PTA and of the state PTA by which such local PTA is organized and, as such, 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 and purposes of National PTA.

**#Section 3.** Each member of a local PTA shall pay annual dues as may be determined by the association. The amount of the dues shall include the portion payable to the state PTA as determined by the state at its annual convention as recommended by the Board of Managers and approved by a two-thirds (2/3) majority of the voting body, and the portion payable to National PTA as recommended by the board of directors and approved by a two-thirds (2/3) majority of the voting body at the National PTA Annual Convention.

**#Section 4.** An honorary life membership shall not carry the right to vote or hold office in the Nevada PTA, council PTA, or local PTA.

## **Article VI. Officers**

**Section 1.** The officers of Nevada PTA shall be a president, a president-elect, a vice president for leadership, a vice president for advocacy, a vice president of membership, a vice president of resource development, a vice president for programs, a secretary, and a treasurer.

**Section 2.** The officers except the president shall be elected at an annual convention by the voting body of the convention in the odd numbered years.

**Section 3.** When there is more than one candidate for an office, the vote shall be by ballot and a plurality shall elect. When there is only one candidate for any office, the chair can declare the nominee(s) elected by acclamation.

**Section 4.** The following provisions shall govern the eligibility of individuals to be officers of the Nevada PTA:

- a. Each officer shall be a member of a local PTA chartered by the Nevada PTA.
- b. An officer shall not be eligible to serve (2) two consecutive terms in the same office.
- c. A person who has served in an office for more than one half of a full term shall be deemed to have served a full term in such office.
- d. Only a person who has served at least one (1) year within the last six (6) years on the Board of Managers of Nevada PTA shall be eligible to hold the office of president-elect.
- e. A member shall not hold more than one voting position either elected or appointed at the same time on the Board of Managers of Nevada PTA.

**Section 5.** Each officer elected at an annual convention shall take office 30 days after the close of conventions and shall serve for a term of two (2) years or until a successor is elected. However, the president for the new term shall hold a post-convention meeting of the new Executive Committee for the purpose of setting goals, approving members-at-large to the Board of Managers and developing a list of consultants. The president-elect shall succeed automatically to the office of president.

**Section 6.** A vacancy occurring in the office of president shall be filled for the remainder of the un-expired term by the president-elect, who shall hold office for the balance of the term. In filling the vacancy, the president-elect shall be entitled to continue in the presidency for the following term providing not more than one-half of a full term as president has been served. A vacancy in the office of President Elect shall be filled by:

- a) The Board of Managers may appoint a President Elect Pro Tem qualified under Article VI, Section 4, subsection d), by a majority
- b) The President Elect Pro Tem will serve at the will of the Board of Managers until the next Nevada PTA Convention at which time nominations will be taken from the floor and the convention body will vote for a President Elect according to the rules stated in the rules for election. The President Elect Pro Tem will be eligible to run from the floor.

A vacancy in any office other than president and president-elect shall be filled by the Board of Managers.

**Section 7. Committee on Nominations**

- a. A nominating committee consisting of seven members shall conduct its business in the biennial year to coincide with elections. The committee will operate within the parameters and deadlines set forth by these bylaws and Nevada PTA Policies and Procedures.
- b. Four members and two alternates shall be elected biennially by ballot by the Board of Managers from its own membership at its regular pre-convention board meeting.
- c. The chairman of the committee shall be the board member receiving the most votes.
- d. Persons shall not be eligible to serve on two consecutive nominating committees.
- e. The President and President-Elect shall be ineligible to serve on this committee.
- f. Three members and three alternates shall be elected biennially at the state convention: one member and one alternate from Region 1, elected by the delegates from Region 1; one member and one alternate from Region 2, elected by delegates from Region 2; and one member and one alternate from Regions 3, and elected by the delegates from Region 3.
- g. A vacancy on the nominating committee shall be filled for the un-expired term by a person elected by the Board of Managers.

**Section 8. Duties of Committee on Nominations**

- a. Nominate one candidate for each office to be filled at the next state convention.
- b. Nominate one candidate for each region director position to be filled at the next state convention.
- c. Send a list of nominees to the state president and to the state office. The state office shall send a copy to each member of the state Board of Managers and to each local PTA sixty (60) days prior to the opening date of the convention. The presidents of the local PTAs and PTSAs shall be responsible for informing their membership of the list of nominees.
- d. Report to the convention on the first business day of the session, at which time additional nominations may be made from the floor. Nominees running from the

floor shall notify the state President in writing thirty (30) days prior to the first day of the state convention of their intent to run.

**Section 9.** There shall be a committee on election consisting of two members of the Board of Managers appointed by the President and three members of the convention body elected at the first General Session of the state convention. The chairman shall be a member of the Board of Managers appointed by the President.

**Section 10. Duties of Committee on Election**

- a. Have charge of the election at the state convention.
- b. Be responsible for printing of the ballots, which shall show the names of all nominees for each office and region in alphabetical order.
- c. Be responsible for collecting voting credentials from members.
- d. Ensure votes for the region director positions are limited to the delegates from within their region.
- e. Have at least two of its members on duty at the polls during the voting period.
- f. Tabulate the votes, provide written notification of the results to the candidates, then announce the results to the convention.

**Article VII. Duties of Officers**

**Section 1.** The president shall:

- a. Preside at all meetings.
- b. Represent the Nevada PTA at all public forums and meetings, or designate an alternate to attend.
- c. Serve as an ex officio member of all committees except the nominating committee.
- d. Appoint all special committees.
- e. Appoint consultants to the Board of Managers subject to the approval of the Executive Committee.
- f. Between meetings of the Executive Committee, employ such office personnel as has been provided for by the budget.
- g. Select a qualified parliamentarian to serve in an advisory capacity at meetings of the state convention, the Board of Managers, the Executive Committee and at such other meetings as the president may designate and to render such other services as the president may deem advisable.
- h. Coordinate the work of the officers and committees in order that the purposes of the PTA may be promoted.
- i. Approve all material distributed by members of the Board of Managers.
- j. Direct the work of the state office; approve disbursement of funds within approved budget as authorized by the Board of Managers; and sign jointly with such other officers, as may be required all contracts ordered by the Board of Managers.
- k. Represent, or select an alternate to represent, the Nevada PTA on the National Council of States and prepare and submit the annual state report required by the National PTA.
- l. Notify the nominated candidates of an opponent(s) intention to run for office.
- m. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the board of managers or Executive Committee.

**Section 2.** The President-elect shall:

- a. Act as an aide to the president
- b. Oversee the following committees:
  - i. Office
  - ii. Convention
  - iii. Finance
- c. Perform the duties of the president in the president's absence or inability to serve.
- d. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the Board of Managers or Executive Committee.

**Section 3.** The vice-presidents shall:

- a. Act as aide(s) to the president.
- b. In the order of their precedence as designated by the Executive Committee at its post-convention meeting in the election year, perform the duties of the president if the president and president-elect are both absent or unable to serve.
- c. Manage and direct activities within their respective areas.
- d. Each Vice President shall submit a plan of work and a projection of expenses and income covering his/her term no later than the fall Board of Managers meeting after the change of administration.
- e. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the Board of Managers or Executive Committee.

**Section 4.** The secretary shall

- a. Keep an accurate account of all meetings and be responsible for the distribution of a copy of the minutes to each member of the Board of Managers.
- b. Be prepared to read the records of any previous meetings.
- c. File all records.
- d. Notify officers and commission chairmen of their election.
- e. Conduct such correspondence as the Nevada PTA, the Board of Managers or the Executive Committee may direct.
- f. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the Board of Managers or Executive Committee.
- g. Dispose of all ballots.

**Section 5.** The treasurer shall:

- a. Maintain a full account of the funds of the Nevada PTA.
- b. Cause to be kept, a full and accurate account of the receipts and disbursements in books belonging to the Nevada PTA.
- c. Render a written statement to the Board of Managers at each meeting and at other times as requested by the president.
- d. Present an annual report of the financial condition of the association.
- e. Prepare or cause to be prepared an annual report for audit or review.
- f. Be chairman of the finance committee and serve as a member of the office committee.

- g. Perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the board of managers, or Executive Committee.

## **Article VIII. Board of Managers**

**Section 1.** The affairs of the Nevada PTA shall be managed by the Board of Managers.

**Section 2.** Each board member shall be a member of a local PTA chartered by Nevada PTA.

**Section 3.** Board members will be the elected officers, region directors and members at large.

**Section 4.** Duties of the board shall be:

- a. Have authority over the affairs and funds of the Nevada PTA during the interim between its state conventions except those specifically delegated to the Executive Committee.
- b. Formulate and abide by the policies of the Nevada PTA.
- c. Adopt rules for the transaction of business.
- d. Decide questions regarding the status of organized local and council PTAs. The local and council PTAs shall be informed of their rights to appeal the decision to the National Board of Directors.
- e. Decide, by a two thirds (2/3) vote, issues involving compliance with Nevada PTA Bylaws.
- f. Determine criteria for establishing constituent associations and set standards for continued affiliation with the Nevada PTA and National PTA.
- g. At its pre-convention board meeting, consider and adopt a budget for estimated income and expenses for the ensuing year.
- h. If the Board of Managers receives written request to take an action from twenty-five percent (25%) of the active local PTAs in the Nevada PTA, the Board of Managers shall poll all local PTAs concerning the matter. Action, if any, should reflect the majority opinion of those responding.
- i. Approve the two-year plan of work, and updates, submitted by chairmen and project directors.
- j. Decide questions of cooperation with other state associations.
- k. Approve appointments of committee chairmen or project directors.

**Section 5.** If any member of the Board of Managers shall at any time cease to meet the qualifications or fulfill the duties of the position, that person may be removed from the board by resolution adopted by the Board of Managers.

**Section 6.** Regular meetings of the board shall be held at least four (4) times during the fiscal year.

**Section 7.** Notice of time and place of each regular meeting shall be given at least thirty (30) days prior to the meeting.

**Section 8.** Special meetings of the board may be called by the president or when requested by six (6) members upon ten (10) days' written notice to each member of the



board. Special meetings may be conducted by conference call, teleconference or other electronic media as permitted by applicable law.

**Section 9.** A majority of the members of the board shall constitute quorum for the transaction of business at all meetings of the Board of Managers.

**Section 10.** A member of the Board of Managers may represent the Nevada PTA at meetings of, or on boards of, other organizations with the authorization of the state president.

**Section 11.** Upon the expiration of the term of office or when individuals cease to hold the position that entitles them to be a member of the board, they shall automatically cease to be a member of the board and shall be relieved of all duties and responsibilities incident to such membership. All records, books and other materials pertaining to the position shall be turned over to the President or to their successor by 30 days following the close of the state convention at which successors are elected or within fourteen days if the term has not been completed.

#### **Article IX. Executive Committee**

**Section 1.** There shall be an Executive Committee of the Nevada PTA, the members of which shall be the elected officers.

**Section 2.** Special meetings of the Executive Committee may be called by the president or upon written request of four (4) members with ten (10) days' notice to each member of the Executive Committee. Special meetings may be conducted by conference call, teleconference or other electronic media as permitted by applicable law.

**Section 3.** A majority of the Executive Committee shall constitute a quorum for the transaction of business.

**Section 4.** The Executive Committee shall:

- a. Transact business referred to it by the board.
- b. Act in emergencies between meetings of the board.
- c. Make a report at each board meeting.
- d. Carry out work approved by the Board of Managers between meetings. The Executive Committee shall take no action in conflict with any action taken by the Board of Managers.
- e. Approve the program, fees and minutes of the state convention.
- f. Review the current insurance policy and/or renegotiate a new insurance policy, if necessary, at the summer board meeting.
- g. Recommend and approve members-at-large to the Board of Managers.
- h. Approve consultants to the Board of Managers, as recommended by the President.
- i. Decide the order of precedence of the five (5) vice-presidents.
- j. Approve the members of the State and Local Relationships Committee as appointed by the president.
- k. Develop and adopt the title and job description of anyone employed by Nevada PTA.

- l. Review employee evaluations made by the Office Committee and make decisions regarding salary and benefit changes and to employ, retain or dismiss staff.
- m. Approve all new investments at a regularly scheduled meeting.
- n. Approve monies to send additional board members to the National PTA convention.
- o. Determine order of attendees to attend National PTA convention if the president or president-elect is unable to attend.

## **Article X. National Council of States Representation**

**Section 1.** The National Council of States representative shall be the state president or designee.

**Section 2.** The member shall represent the Nevada PTA at all meetings designated by the National PTA for the purpose established in the National PTA governance structure. (National PTA bylaws Article X, Section 5 and 6)

## **Article XI. Committee Structure**

**Section 1.** The Board of Managers may create such committees as may be deemed necessary to promote the purposes and carry on the work of the Nevada PTA.

**Section 2.** Standing committees are organized under the designated areas of focus of each Vice President as follows:

Leadership VP:

Leadership Services, Bylaws

Advocacy VP:

Legislative Services, Federal Legislative, State Legislative

Membership VP:

Membership

Resource Development:

Public Relations, Marketing, Resource Development

Programs VP:

Health and Welfare, Awards, Arts in Education, Family Engagement

**Section 3.** Each Vice President shall bring forth names for committee chairs and project directors within their respective areas of focus for approval by the Board of Managers, with the exception of those committees whose chairman are appointed/approved by other means in these bylaws.

**Section 4.** Additional standing committees with duties outlines in these bylaws include:  
Election, Nominating, State and Local Relations

**Section 5.** Each state committee shall make an annual report to the president 30 days prior to convention.

**Section 6.** Committee meetings may be conducted by conference call, teleconference or other electronic media as permitted by applicable law.

**Article XII. State Office**

**Section 1.** The Nevada PTA shall maintain a state office.

**Section 2.** The Executive Committee shall develop and adopt the title and job description of anyone employed by Nevada PTA.

**Section 3.** The Executive Committee shall be responsible for reviewing employee evaluations made by the office committee and making decisions to employ, retain, or dismiss staff.

**Article XIII. Regions**

**Section I. Section I.** For the purpose of administration and organization, the state shall be divided into three (3) regions as follows:

|   |   |  |  |
|---|---|--|--|
| <u>Region 1</u><br>Washoe County<br>Storey County<br>Carson City County<br>Douglas County | <u>Region 2</u><br>Humboldt County<br>Pershing County<br>Lander County<br>Elko County<br>Eureka County<br>White Pine County | Lyon County<br>Esmeralda County<br>Churchill County<br>Northern Nye County<br>Mineral County | <u>Region 3</u><br>Clark County<br>Lincoln County<br>Southern Nye County |
|---|---|--|--|

**Section 2.** There shall be one region director for each region designated in Section 1 of this article.

**Section 3.** The region directors shall be elected at the state convention by the delegates from within their region in the odd numbered years.

**Section 4.** The following shall govern the eligibility of individuals to serve as region directors and associate directors:

- a. Each region director and associate director shall be a member of a local PTA chartered by the Nevada PTA.
- b. A person must be a member of a PTA in the region.
- c. The Nominating Committee may nominate a person from outside the region to serve as region director if no one from the region can be found.

**Section 5.** Each region director elected at the state convention shall take office 30 days after the close of State Convention and shall serve for a term of two (2) years but no more than two (2) consecutive terms. If no letter of intent is received from a qualified individual for a region director position, the current region director may be eligible for an additional term.

**Section 6.** The region directors shall report to the Leadership Vice President and integrate the PTA activities of the councils and local PTAs in their region. Their duties include:

- a. Giving advice to councils and local PTAs;

- b. Interpreting PTA policies, plans, practices, publications, and programs.
- c. Organizing and stabilizing local PTAs. (Where a council exists, cooperate with council officers and chairmen, confer with council leaders on local problems, and assist council PTAs in obtaining information.)
- d. Bringing non-PTA parent-teacher groups into National PTA membership.
- e. Compiling a directory of council and local PTA officers for the state office.
- f. Planning and conducting region conferences under state provisions.
- g. Serving on the Board of Managers.
- h. Assisting in the training of the associate directors(s)

#### **Article XIV. Councils**

**Section 1.** The Nevada PTA shall provide for the organization of councils in counties, cities, or other areas designated by the Board of Managers.

##### **Section 2.** Purpose of Councils

- a. To promote the mission and purposes of PTA.
- b. To unify and strengthen local PTAs comprising the council PTA.
- c. To create public opinion in the interest of child welfare.
- d. To stimulate child welfare education and projects in the local PTAs.
- e. To counsel with local PTAs and serve as a source of information to local PTA officers and chairmen.
- f. To assist in the formation of new local PTAs upon request of the region director.

**Section 3.** When there are at least five (5) local PTAs {or three (3) local PTAs upon approval of the Executive Committee in a county, city, or area, they may propose to form a council or be organized into a council with the recommendation of the Region Director or the Vice President for Leadership. Such recommendation shall be submitted to the Board of Managers for consideration and approval.

**Section 4.** Councils will report to the Region Director.

**Section 5.** Council bylaws shall be submitted for approval every three years to the Nevada PTA.

**Section 6.** Councils shall pay no dues to the Nevada PTA.

**#Section 7.** Where Councils exist, Council Membership is mandatory for local PTAs.

#### **Article XV. Committee on State and Local Relationships**

**Section 1.** There shall be a committee on state and local relationships appointed by the president and approved by the Executive Committee.

**Section 2.** This committee shall review any alleged violations by local or council PTAs of National PTA Bylaws, the Nevada PTA Bylaws or their own bylaws, or other practices or activities of local PTAs that may tend to defeat the purposes and basic policies of the Nevada PTA and shall promptly report to the state Board of Managers the results of such review and its recommendations for action.

**Section 3.** The Nevada PTA Board of Managers shall give due consideration to the report of the committee and shall accord the local or council PTA an opportunity to be heard and to respond to the report. If, upon such consideration and hearing, the Nevada PTA Board of Managers finds a violation by a local or council PTA, it may, by a two-thirds vote of all its members then in office, require the local or council PTA to take appropriate action within a period of time stipulated by the Nevada PTA Board of Managers. When such a requirement has been made by the Nevada PTA Board of Managers and if the recommended action is not taken by the local PTA within the allotted time, the Nevada PTA Board of Managers may, by a two-thirds vote of all its members then in office, withdraw the charter of the local or council PTA and terminate its status as a local PTA.

## **Article XVI. State Convention**

### **Section 1. Date and Place**

- a. A state convention of the Nevada PTA shall be held annually.
- b. Notice of the state convention shall be sent to each member of the Board of Managers and to the president of each local PTA at least sixty (60) days prior to the state convention.
- c. The state convention shall be the governing body of the Nevada PTA.

### **Section 2. Voting Body**

- a. The voting body of the state convention shall consist of the following Nevada PTA members: Nevada PTA Board of Managers, past state presidents (with local membership) and local unit delegates.
- b. Each local PTA shall be entitled to be represented at the state convention by its president, or alternate, and by one delegate for every twenty-five (25) members or major fraction thereof, as shown by the records of the Membership and Marketing Vice President as of March 15 preceding the state convention. A local PTA having twenty-five (25) members shall be entitled to send one delegate in addition to the President.
- c. The selection of local PTA delegates and their alternates shall be authorized by the local PTA.
- d. A voting member shall have but one vote and there shall be no voting by proxy. The privilege of introducing motions, debating, and voting shall be limited to the voting body as provided in item "a".
- e. The state convention of the Nevada PTA shall be open to all members upon payment of a registration fee.
- f. The minutes of the state convention shall be approved by the Executive Committee.

**Section 3.** One third (1/3) of the registered and attending delegates as set forth in the official credential roll, shall constitute quorum.

**Section 4.** Only those publications and materials approved by the president of the Nevada PTA shall be displayed, distributed or offered for sale at the state convention.

**Section 5.** Nevada PTA Legislative Resolutions shall be adopted at the state convention. Authority shall be granted the Board of Managers to establish policy and procedure for implementing state convention action.

**Section 6. Cancellation of State Convention**

- a. In the event of a national emergency, epidemic, or other disaster, the Board of Managers shall have the authority to determine, by two thirds (2/3) vote, whether or not a state convention shall be held. The vote on this question may be taken by mail or any other means of communication in the event a meeting of the Board of Managers cannot be held.
- b. In the event that a state convention is not held, the Board of Managers shall develop a procedure for conducting all necessary business by mail, which shall include the election of officers.

**Article XVII. National Convention**

**Section 1.** The Nevada PTA shall be entitled to accredit to the annual convention as its delegates one additional delegate from among the members of the state PTA for each 1,000 members, or major fraction thereof, of the Nevada PTA, as shown on the books of the treasurer of National PTA as of March 31 preceding the annual convention.

**Section 2.** The selection of the delegates, other than the Nevada PTA NCS member who shall be a delegate by virtue of election/appointment, shall be governed by the bylaws of the Nevada PTA.

**Section 3.** The Board of Managers is responsible for funding the travel and per diem of the president and/or president-elect to attend the National PTA Convention when National PTA does not provide funding. Additional monies to send other board members may be budgeted or must be approved by the Executive Committee.

**#Article XVIII. Parliamentary Authority**

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

**#Article XIX. Fiscal Year**

The fiscal year of Nevada PTA, and its constituent associations, shall begin July 1 and end on the following June 30.

**Article XX. Amendments**

**Section 1.** These bylaws may be amended at an annual convention by a two-thirds vote of those present and voting, provided the amendments have been approved by the Board of Managers and notice of proposed amendments has been provided to constituent associations thirty (30) days prior to the opening of convention.

**Section 2.** The Executive Committee or the Board of Managers by a majority vote may authorize the Committee on Bylaws to submit a revised set of bylaws as a substitute for the existing bylaws. The requirements for adoption of a revised set of bylaws shall be the same as in the case of an amendment.