



**April 22, 2020**

**Re: Amendments to the Local Unit and Council Uniform Bylaws**

Due to the closing of North Carolina schools by the State Dept. of Education, many of you are wondering how to conduct essential business for your PTA. Please know that NCPTA is here for you. We will work together to help your unit continue to thrive. Some of you have already called or emailed questions: "How do we handle elections?", "How do we continue to conduct business?" The information below will provide you guidance on these questions.

On April 20, 2020, the NCPTA Board of Directors **unanimously approved amendments** to the Local Unit and Council Uniform PTA Bylaws to address the international COVID-19 pandemic. The amendments clearly state ways for the membership to meet while circumstances such as a pandemic prevent us from physically meeting.

**April 20, 2020 Amendments to [Local Unit Uniform Bylaws](#):**

**Current language:**

**Section 9.1 Regular general membership meetings.** Regular general membership meetings of this local PTA shall be scheduled by the board and held at least three (3) times per fiscal year. Five (5) days notice must be given to the general membership to change the date of a regular general membership meeting.

**Approved Amendments:**

**Section 9.1 Regular general membership meetings.** Regular general membership meetings of this local PTA shall be scheduled by the board and held at least three (3) times per fiscal year. Five (5) days notice must be given to the general membership to change the date of a regular general membership meeting. ***In the event of an emergency; such as natural disaster, war, or epidemic the board of directors, by two-thirds (2/3) vote of the board members then in office, shall have the authority to modify the meeting requirements, as needed.***

**Addition:**

**Section 9.7 In Event of an Emergency (See 9.1); Meetings by Electronic Media.** *Upon majority vote by the board of directors, meetings may be held by a telephone or electronic conference system, including videoconferencing, that allows all participating members to simultaneously communicate with each other during the meeting. Telephone or electronic conference, including videoconferencing, shall not be used unless available to all members. A member participating in this type of meeting is deemed to be present at the meeting.*

**April 20, 2020 Amendments to [Council Uniform Bylaws](#):**

**Current Language:**

**Section 9.2 Regular general membership meetings.** Regular membership meetings of this PTA council shall be scheduled by the board and held at least two (2) times per membership year. Five (5) days notice must be given to the membership to change the date of a regular membership meeting.

**Approved Amendments:**

**Section 9.2 Regular general membership meetings.** Regular membership meetings of this PTA council shall be scheduled by the board and held at least two (2) times per membership year. Five (5)

days notice must be given to the membership to change the date of a regular membership meeting. ***In the event of an emergency; such as natural disaster, war or epidemic the board of directors, by two-thirds (2/3) vote of the board members then in office, shall have the authority to modify the meeting requirements, as needed.***

**Addition:**

**Section 9.7 In Event of an Emergency(See 9.2); Meetings by Electronic Media.** *Upon majority vote by the board of directors, meetings may be held by a telephone or electronic conference system, including videoconferencing, that allows all participating members to simultaneously communicate with each other during the meeting. Telephone or electronic conference, including videoconferencing, shall not be used unless available to all members. A member participating in this type of meeting is deemed to be present at the meeting.*

**Virtual Meeting Policy**

The NCPTA Board of Directors has developed a [Virtual Meeting Policy](#) to guide you through conducting meeting by electronic media. Please review this guide and reach out to us if you have any additional questions.

**When will this take effect? Do we have to readopt the Uniform Bylaws?**

**Article 15 Amendments** of the **Local Unit Bylaws** state the following:

**“Amendments** to the uniform local bylaws may be made only by the NCPTA board of directors, and **any such amendments shall automatically become part of the uniform local bylaws adopted by local PTAs.** The NCPTA board of directors will notify all local PTAs of amendments to the uniform local bylaws.”

**Article 13 Amendments** of the **Council Bylaws** state the following:

**“Amendments** to the uniform council bylaws may be made only by the NCPTA board of directors, and **any such amendments shall automatically become part of the uniform council bylaws adopted by council PTA’s/PTSA’s.** The NCPTA Board of Directors will notify all council PTA’s/PTSA’s of amendments to the uniform council bylaws.”

**Therefore, these amendments automatically become a part of your bylaws, so no adoption by your membership is required.**

NCPTA encourages you to follow the letter and spirit of the social distancing requested by health officials. Your utmost responsibility during these times is keeping your members safe and healthy while meeting the goals of your PTA to benefit your students, schools and families. Please visit [NCPTA’s website](#) for [resources](#) to support your community during this time.

If you have any questions, please contact the NCPTA office at [office@ncpta.org](mailto:office@ncpta.org).

Sincerely,  
Harold Dixon, President

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