

Adopted Bylaws Amendments

2025 WSPTA Annual Meeting

The *Washington State PTA Uniform Bylaws* are the rules adopted by our members to provide a framework for the operation of local PTAs, councils and WSPTA. The bylaws provide an outline of our basic purposes, a structure for the governance of the association, and a description of the rights and responsibilities of membership. By their affiliation with National PTA and Washington State PTA, all local PTAs and councils are required to abide by and conform to these bylaws.

The voting delegates, representing a quorum as defined in the bylaws, voted on amendments to the *WSPTA Uniform Bylaws* at the 112th WSPTA Convention and Annual Meeting in general sessions on Saturday, May 3, 2025 & Sunday, May 4, 2025. Per Article 12, Section 1, the following *WSPTA Uniform Bylaws* amendments were adopted by at least a two-thirds vote and are effective as of July 1, 2025.

This document is provided as a service to local PTAs and councils as they prepare for the upcoming year. This document lays out in detail each bylaws amendment, the rationale for the change and whether the amendment will have a direct effect on local PTAs and councils.

The majority of the bylaws amendments that were adopted by members at this year's annual meeting affect only the operations of WSPTA and do not require a local PTA or council to update their standing rules. See Bylaw Amendment #6 for more information regarding *potential* updates local PTAs or councils *may* need to make to their standing rules. *Remember:* The WSPTA Standards of Affiliation (SOA) Agreement asks that all local PTAs and councils have membership approve updates to their standing rules and recommend that it is done at the first membership meeting of the fiscal year.

We have included only the approved wording of each bylaws amendment as it will be shown in the updated *WSPTA Uniform Bylaws* effective July 1, 2025. If you are interested in seeing the progression to this final version, which includes the changes that were proposed, and the final version, you can view all of these in the [2025 Bylaws and Resolution Amendment Guide](#).

Adopted Bylaws Amendments

[Bylaw Amendment 1](#) – Updates to Executive Director Language

[Bylaw Amendment 2](#) – Allow WSPTA Directors the Choice to Provide Oversight to Committees

[Bylaw Amendment 3](#) – Add Language Regarding Committee to Field Service Director Duties

[Bylaw Amendment 4](#) – Updates to Qualifications to be Considered for WSPTA Director Positions (Advocacy, FACE, Leadership, Membership, and Program)

[Bylaw Amendment 5](#) – Update to Qualifications to be Considered for Field Service Director Positions

[Bylaw Amendment 6](#) – Require Local PTA and Council Appointed Officers & Appointed Nominating Committee Members to Meet the Qualifications to be Elected

[Bylaw Amendment 7](#) – Requirement of Notice for Registration Fee for Annual Meeting

[Bylaw Amendment 8](#) – Requirement of Notice for Registration Fee for Legislative Assembly

Bylaw Amendment #1	Updates to Executive Director Language
# of Parts	Bylaws amendment #1 was in five parts. Together these parts formed a complete proposal; a single vote was taken on all parts. The rationale for all parts follows amendment 1.5.
Bylaw Amendment #1.1	
Bylaws Article & Section	Article 2 Basic Policies, Subsection J
Adopted Amendment #1.1	J. Use of the WSPTA logo and/or service mark shall be limited to the official business of WSPTA and its constituent organizations. No individual or outside interest shall be allowed to use the WSPTA logo or service mark without authorization from the WSPTA president in consultation with the executive committee.
Bylaw Amendment #1.2	
Bylaws Article & Section	Article 7 Washington State PTA, Section 6 Board of directors – WSPTA, Subsection E, Bullet points #3 & #4
Adopted Amendment #1.2	3. Shall hire WSPTA staff as directed in <i>WSPTA Policy</i> . 4. May remove from office any member of the board of directors by a two-thirds vote of the members of the board of directors. 5. May revoke a local PTA or council charter if the local PTA or council violates the <i>WSPTA Uniform Bylaws</i> , ethics, policies, or principles of PTA.
Bylaw Amendment #1.3	
Bylaws Article & Section	Article 8 WSPTA Executive Director
Adopted Amendment #1.3	Article 8 WSPTA Executive Director was deleted and the following Articles were renumbered.
Bylaw Amendment #1.4	
Bylaws Article & Section	Article 9 WSPTA Legislative Assembly, Section 1 Meeting – Legislative assembly, Subsection C
Adopted Amendment #1.4	C. Only those publications approved by the WSPTA president, in consultation with the executive committee, shall be displayed, distributed, or offered for sale at the legislative assembly.
Bylaw Amendment #1.5	
Bylaws Article & Section	Article 10 WSPTA Annual Meeting, Section 1 Meeting – annual meeting, Subsection D
Adopted Amendment #1.5	D. Only items approved by the WSPTA president, in consultation with the executive committee, shall be displayed, distributed, or offered for sale at the annual meeting. This includes paper and digital publications.
Rationale	These amendments remove the requirement for the WSPTA board of directors to hire an Executive Director while leaving it as an option they may choose. It also removes a few other mentions of an Executive Director throughout the bylaws.
Group(s) Affected	WSPTA
Bylaw Amendment #2	Allow WSPTA Directors the Choice to Provide Oversight to Committees
# of Parts	One part
Bylaws Article & Section	Article 7 Washington State PTA, Section 4 Duties of officers – WSPTA, Subsection F
Adopted Amendment #2	F. STATE DIRECTORS Each of the following WSPTA state directors shall provide oversight for their respective committees and may serve as the chair: 1. Advocacy director 2. Family and community engagement director 3. Leadership director 4. Membership director

	5. Program director
Rationale	This amendment allows a state director the choice to chair their respective committee(s) or to find another qualified leader to chair while providing oversight.
Group(s) Affected	WSPTA
Bylaw Amendment #3	Add Language Regarding Committees to Field Service Director Duties
# of Parts	One Part
Bylaws Article & Section	Article 7 Washington State PTA, Section 4 Duties of Officers – WSPTA, subsection E <i>WSPTA Uniform Bylaws</i> (effective July 1, 2024) – An update to Subsection E to add “Field Service Director” was approved at the May 2024 annual meeting. The Field Service Directors are new positions that will not be in place until after the election at the 2025 Annual Meeting. Thus, this subsection will be updated in July 2025.
Adopted Amendment #3	E. FIELD SERVICE DIRECTORS The WSPTA field service directors shall: 1. Provide oversight and may serve as chair of their respective committee. 2. Represent the members in their assigned regions to the WSPTA board of directors. 3. Support the work of the region directors and region service committees in their areas. 4. Appoint region directors in their areas with approval of the executive committee. 5. Approve appointments of region service committee members in their areas. 6. Perform other duties as delegated by the president.
Rationale	This amendment allows the Field Service directors the choice to chair their respective committee or to find another qualified leader to chair while providing oversight.
Group(s) Affected	WSPTA
Bylaw Amendment #4	Updates to Qualifications to be Considered for WSPTA Director Positions (Advocacy, FACE, Leadership, Membership, and Program)
# of Parts	One Part
Bylaws Article & Section	Article 7 Washington State PTA, Section 3 Officers and their election – WSPTA, Subsection E, bullet points #4 - #8
Adopted Amendment #4	4. For the office of advocacy director, before taking office a member shall have served on the WSPTA board of directors for at least one year, or on the WSPTA advocacy committee for at least one year, or as a member of the board of directors of a local PTA or council for at least two separate years. 5. For the office of family and community engagement director, before taking office a member shall have served on the WSPTA board of directors for at least one year, or on the WSPTA family and community engagement committee for at least one year, or as a member of the board of directors of a local PTA or council for at least two separate years. 6. For the office of leadership director, before taking office a member shall have served on the WSPTA board of directors for at least one year, or on the WSPTA leadership committee for at least one year, or as a member of the board of directors of a local PTA or council for at least two separate years. 7. For the office of membership director, before taking office a member shall have served on the WSPTA board of directors for at least one year, or on the WSPTA membership committee for at least one year, or as a member of the board of directors of a local PTA or council for at least two separate years. 8. For the office of program director, before taking office a member shall have served on the WSPTA board of directors for at least one year, or on the WSPTA program committee for at least one year, or as a member of the board of directors of a local PTA or council for at least two separate years.

Rationale	These amendments align the qualifications for consideration for all five state director positions. The goal is to open more paths to leadership by extending the options to qualify to be considered for a WSPTA director position.
Group(s) Affected	WSPTA
Bylaw Amendment #5	Update to Qualifications to be Considered for Field Service Director Positions
# of Parts	One part
Bylaws Article & Section	Article 7 Washington State PTA, Section 3 Officers and their election – WSPTA, Subsection E, bullet point #3 <i>WSPTA Uniform Bylaws</i> (effective July 1, 2024) - An update to Subsection E to add “Field Service Director” was approved at the May 2024 annual meeting. The Field Service Directors are new positions that will not be in place until after the election at the 2025 Annual Meeting. Thus, this subsection will be updated in July 2025.
Adopted Amendment #5	3. For the office of field service director, a member shall reside within Washington state and before taking office shall have served on the WSPTA board of directors for at least one year, or as a region director for at least one year, or as a council officer for two years, or on a region service committee for two years. The two field service directors shall reside in different WSPTA regions.
Rationale	This amendment updates the qualifications for consideration for the Field Service Director positions. The goal is to open more paths to leadership by extending the options to qualify to be considered for a WSPTA Field Service Director position.
Group(s) Affected	WSPTA
Bylaw Amendment #6	Require Local PTAs & Council Appointed Officers & Appointed Nominating Committee Members to Meet Qualifications to be Elected
# of Parts	Bylaws amendment #6 was in two parts. Together these parts formed a complete proposal; a single vote was taken on both parts. The rationale for both parts follows amendment 6.2.
Bylaw Amendment #6.1	
Bylaws Article & Section	Article 5 Local PTAs and Councils, Section 6 Officers and their election – local PTA and council, Subsection I
Adopted Amendment #6.1	I. If a vacancy occurs in a local PTA or council office, the executive committee may appoint a member to fill the vacancy until the next membership meeting provided that at the time of appointment, the member meets the requirements to be elected to that position. At the next membership meeting nominations shall be made from the floor with the consent of the nominee. The election shall be by ballot vote. A majority vote is necessary to elect. The election may be by voice vote if only one candidate is nominated for an office. The newly elected officer shall immediately assume the duties of the office.
Bylaw Amendment #6.2	
Bylaws Article & Section	Article 5 Local PTAs and Councils, Section 5 Nominating Committee – local PTA and council, Subsection A
Adopted Amendment #6.2	A. A local PTA or council nominating committee of three members shall be elected by ballot at least 30 days preceding the election of officers. The candidates may be declared elected if only three or fewer candidates are nominated. If there are four or more candidates, a plurality vote shall elect. If a vacancy on the nominating committee occurs, the board of directors of the local PTA or council may appoint a replacement provided that at the time of appointment, the member meets the nominating committee member eligibility requirements. The local PTA or council nominating committee is discharged from service after the officers are declared elected.

Rationale	These amendments clarify that a member who is <i>appointed</i> to an elected position or to a nominating committee within a local PTA or council, must meet the qualifications for being <i>elected</i> to that position.
Group(s) Affected	Local PTAs and Councils Standing rules are specific to each local PTA and council, as approved by their membership. Local PTAs and councils should review their standing rules for language regarding appointing a member to an elected position or to the nominating committee and update as needed. Language regarding this issue is not required in standing rules but may have been added for extra guidance in these types of situations.
Bylaw Amendment #7	Requirement of Notice for Registration Fee for Annual Meeting
# of Parts	One part
Bylaws Article & Section	Article 10 WSPTA Annual Meeting, Section 1 Meeting – annual meeting, Subsection B
Adopted Amendment #7	B. The date, place, and registration fee for the annual meeting shall be determined by the WSPTA board of directors and be communicated to local PTAs and councils as soon as possible with the goal of having the information in the next scheduled communications after the details are finalized.
Rationale	This amendment requires the WSPTA board of directors to communicate the date, place and registration fee for the annual meeting as soon as it is determined. This focus on expediting communication gives local PTAs and councils additional time to plan for budget changes when there is an increase to the registration fee, inform their members of the event, and select their delegates.
Group(s) Affected	WSPTA
Bylaw Amendment #8	Requirement of Notice for Registration Fee for Legislative Assembly
# of Parts	One part
Bylaws Article & Section	Article 9 Legislative Assembly, Section 1 Meeting – legislative assembly, Subsection B
Adopted Amendment #8	A. An annual legislative assembly shall be held for the purpose of determining legislative priorities of WSPTA, educating and mobilizing advocates, and advancing WSPTA's legislative program. B. The date, place, and registration fee for the legislative assembly shall be determined by the WSPTA board of directors and be communicated to local PTAs and councils as soon as possible with the goal of having the information in the next scheduled communications after the details are finalized. C. Written or electronic notice of the place, date, and time of the legislative assembly shall be sent to all WSPTA members at least ten days but not more than 60 days in advance of the legislative assembly. D. Only those publications approved by the WSPTA president or executive director shall be displayed, distributed, or offered for sale at the legislative assembly.
Rationale	This amendment requires the WSPTA board of directors to communicate the date, place and registration fee for legislative assembly as soon as it is determined. This focus on expediting communication gives local PTAs and councils additional time to plan for budget changes when there is an increase to the registration fee, inform their members of the event, and select their delegates. The inclusion of a separate bullet point regarding the notice of the place, date, and time of the event is required by non-profit law and makes this section consistent with the formatting of the bylaws section regarding the annual meeting.
Group(s) Affected	WSPTA