

Parliamentary Pointers for Elections of Officers

It's time for election of PTA officers and here are some reminders:

- The slate of officers presented by the nominating committee should be publicized before the election meeting (number of days indicated by the bylaws).
- The President presides over the election.
- The Nominating Committee Chair reads the Nominating Committee Report to the general membership, and then hands the report to the President.
- The portion of the bylaws pertaining to the election of officers should be read to the entire membership prior to the election.
- The President proceeds with the election calling for nominations from the floor (consent is necessary). No nominations from the floor can be made by a signing member of the nominating committee.
- If there is only one nominee per office, election by viva voce (voice vote) is allowed unless specified otherwise in your bylaws. If there is more than one nominee per office, election should be by ballot.
- Always have a supply of blank ballots handy just in case.
- After the election, if ballots were used and there is no apparent reason for a recount, a motion and a second should be made from the floor to destroy the ballots. The motion is put to a vote. If the majority votes aye, then the Parliamentarian destroys the ballots after the meeting.
- New officers begin their term following the close of the school year for the term of one year.

Contact me, Sylvia Mazuera, at parliamentarian@cfbpta.org with any questions.