

STEPS TO BECOMING A COUNCIL

Step One

Meeting to determine if this is a direction you are interested in investigating:

- There is no obligation at this point for any individual or local unit.
- A majority vote will begin the process.

Step Two

If the group votes to look into the possibility of a council:

1. Each local unit will take it back to their Board of Directors.
2. A motion needs to be made "I move that the ____PTA join the other interested local units in the Riverview School District to petition the state to organize and charter a council.
3. A copy of these meeting minutes must be brought to the next all-district meeting.
4. ***At this point you are not committed as a whole district to move forward but you are committing your local unit to vote "yes" to move forward with planning a council at the next all-district meeting if the vote should pass. However, the final vote to officially become a council occurs in Step Six.***

Step Three

- At the next all-district meeting another vote will be taken to officially petition the state to begin the process to organize and charter a council.
- Each local unit will be given one vote based on the decision by their Board of Directors as recorded in the meeting minutes.
- Majority vote is needed to proceed.

Step Four

The petition will be written stating why a council should be formed, will include the names of the units whose boards voted in favor of the petition with the president signatures and copies of the minutes of each unit's board meeting when the vote was taken to petition for a council.

Step Five

- A steering committee is formed to discuss council structure and set deadlines for information gathering.
- Region Director will attend a General Membership meeting at each local unit to take a formal vote of the membership.

Step Six

- A final vote will be taken at an all-district meeting to vote on whether or not the local units in Riverview want a Council.
- A simple majority means that a Council will be formed.
- If the vote fails the process ends.
- If the vote passes all units, regardless of their vote, are now a member of the Council and must abide by the Standing Rules of the Council.