



2019/2020 CSI PTO Nomination Committee

Section 2. Election Procedures

- An election will be held yearly to select the Executive Board of the PTO.
- Each year, at the March general meeting, the PTO Parliamentarian will call the first meeting for the nomination committee.
- The nomination committee will then gather nominations for the following year executive PTO board and present to the current PTO members.
- Nomination committee will then prepare the ballot. They will ensure the information is disseminated and posted at least 7 (seven) days prior to Election Day.
- Votes will be cast by secret ballot.
- Officers shall be elected by ballot. However, if there is but one nominee for any office, election for that office may be by voice vote.
- Co-Presidents run on the same ticket.
- Co-Treasurers run on the same ticket
- Nominations in by last business day of March.
- Nominees must attend April general meeting
- Elections held the week before the May general meeting

3/12/19 – At the general PTO meeting, the Parliamentarian will call for Nomination Committee to be formed. Will present the PTO Board description (as described in the By-Laws) and the nomination form to the committee.

3/29/19 – All Nominations due to the committee by 2:00pm on 3/29.

4/01/19 – Committee must contact all potential nominees by this date and give them an option to accept or decline their nomination.

4/02/19 – All Nominees must attend general PTO meeting to be introduced as candidates for the 2019/2020 PTO Board. (No speeches will be done)

5/01/19 – Bios of nominees to be sent home in Thursday's envelope no later than this date

5/06/19 – 5/10/19 – Elections (specific dates determined by the nomination committee).

5/14/19 – Election results will be announced at the PTO General meeting.