

## HAWAII STATE PTSA CANDIDATES FOR OFFICE

### Procedures for Running from the Floor

The chair of the Nominating and Leadership Development Committee shall present the qualifications of all candidates, including those nominated from the floor, limited to two minutes for each candidate.

All nominees from the floor must present their qualifications to the president, in writing, preferably on or before April 13, 2007, but no later than the opening of General Session 1.

Candidates running from the floor are responsible for bringing with them to convention any materials they wish to distribute. All materials **must** be reviewed by the nominating committee or president to ensure there is nothing inappropriate in them prior to distribution to convention delegates.

The candidate's written qualifications should utilize the following format --

1. Typed in 12-point type (regular typewriter size)
2. May not exceed three pages
3. Letters of recommendation may be submitted along with the statement. These letters shall not be "counted" towards the three-page maximum.

Information to Provide (as a minimum) --

1. Name (address, contact phone numbers, and email address must be provided to the president under separate cover).
2. Name of local unit and verification by the president or secretary of your active membership
3. PTA service – list of current and past memberships, offices, chairmanships, accomplishments, awards, etc.
4. Service to other organizations – list current and past memberships, offices, chairmanships, accomplishments, awards, etc.
5. Personal data, for example, capability for full commitment to position, education and training, family, honors or special achievements not listed under above, business and professional experience
6. Please answer the following questions --
  - Why do you want this position?
  - What qualifications do you feel that you possess to carry out the duties of this position?
  - What do you hope to accomplish for the Hawaii State PTSA in the efforts of carrying out the mission and purpose of PTA?

**Mail written qualifications, ONLY IF submitting on or before April 13, 2007, to:**

Valerie Sonoda, President  
Hawaii State PTSA  
P. O. Box 22878  
Honolulu, Hawaii 96823-2878

Otherwise, please bring all materials with you to convention and give to the Valerie Sonoda no later than opening of General Session I at 8:00 a.m. Saturday, April 21, 2007.

# WHAT YOU NEED TO KNOW!

*(Pertinent articles and sections from the Hawaii State PTSA bylaws)*

## **Article VIII: Officers**

**Section 1.** Each officer or board member shall be a member of a local PTA within its area.

**Section 2.** The elective officers of the Hawaii State PTSA shall be a president, four (4) vice presidents, a secretary, and a treasurer. These officers shall be divided into two (2) groups. Group I shall consist of the president, vice president for leadership, and secretary. Group II shall consist of the remaining vice-presidents and treasurer.

**Section 3.** To be eligible for election, a person must be a member of a local PTA/PTSA unit in good standing and shall have served at the local unit, region or state level in a position of responsibility at the level of committee chair/specialist or higher.

**Section 4.** The officers shall be elected at the annual convention by the voting body of the convention.

**Section 5.** Group I officers shall be elected in odd-numbered years for a term of two (2) years. Group II shall be elected in even-numbered years for a term of two (2) years.

**Section 6.** The vote shall be conducted by ballot. When there is but one candidate for an office, the ballot for that office may be dispensed with and election held by voice vote. A majority vote shall be required for election.

**Section 7.** A vacancy in any elective office of the Hawaii State PTSA, except the president, shall be filled by the Board of Directors for the unexpired term. If a vacancy occurs in the office of president, the vice president for leadership shall serve as president for the remainder of the term. Elections shall be by ballot if more than one candidate for office is presented. A majority vote shall elect. In the event that a vacancy in office occurs with more than one month to go before the next regularly scheduled Board of Directors meeting, the secretary, or an alternate designated by the Executive Committee, may conduct a mail ballot election upon direction of the president. Results of said election shall be reflected in the minutes of the next regularly scheduled Board of Directors meeting.

**Section 8.** No member shall hold more than one (1) office at any time and no officer shall be eligible to more than two (2) consecutive terms in that office. Only a member in good standing of a local PTA unit shall hold office, elective or appointive, in any division of the Hawaii State PTSA. A member is in good standing if the person's dues are current and the person's local unit is in good standing. A person having served more than half of a two (2) year term shall be considered to have served one complete term.

**Section 9.** The newly elected officers shall assume their duties on July 1 of the year of their election and shall serve for a term of two (2) years or until their successors are elected.

Should you have any questions, please contact  
Val Sonoda, President by email at [vbc6025@yahoo.com](mailto:vbc6025@yahoo.com)  
or any other member of our State Board