

TELLER COMMITTEE REPORT

Name of PTA: _____

For the Office of _____

_____ Number of members eligible to vote
_____ Number of votes cast
_____ Number of illegal votes cast
_____ Number of votes needed for election

Candidate Name: _____ received _____ votes.
Candidate Name: _____ received _____ votes.
Candidate Name: _____ received _____ votes.
Candidate Name: _____ received _____ votes.

Teller Chair shall make a motion to destroy all ballots after reading the Teller Committee Report.

Members of the Teller Committee:

_____	_____	_____
Name	Signature	Date
_____	_____	_____
Name	Signature	Date
_____	_____	_____
Name	Signature	Date
_____	_____	_____
Name	Signature	Date

It is necessary to verify who is a PTA member prior to conducting a contested election by using the membership roster. The presiding officer appoints a Teller Committee. No nominee should serve as a Teller. The presiding officer counts the members eligible to vote in the election. The tellers distribute, collect, and count ballots and provide a signed report to the presiding officer. A nominee may designate a person to observe the ballot count. For each contested office, the Teller Committee Report should include the number of members eligible to vote, the number of votes cast, number of illegal ballots, number needed to elect, list of candidates, and number of votes each candidate received. See the Teller Report Form at the end of this section.

Illegal ballots include two ballots folded together, a ballot including the names of too many candidates, or an unintelligible ballot. If the meaning of an unintelligible ballot is doubtful but the ballot would not affect the results of the election, the ballot shall be ignored. If the ballot affects the outcome, it is shown to the chair who should ask the membership for a ruling. The chair of the Teller Committee reads the report for each contested office and gives the report to the presiding officer. The presiding officer rereads the report and announces the results for each office. The secretary enters the Teller Committee Report including counts and totals in the minutes.

If no candidate receives a majority of the votes cast for the office, then it is necessary to re-ballot. The voting members must first be recounted. If a member eligible to vote was not present when the original ballot was cast but arrives in time for another vote, the member is entitled to vote. Following the announcement of the vote, the chair of the tellers moves that the ballots be destroyed.

Retain this official report as part of the Secretary's minutes.