

PMJS BY-LAW Summary of Proposed Amendments

→ **Article I**

- Updated the definition of a Parent member
- Added definition of 'Voting' member and 'Non-voting member'

→ **Article II – Objectives**

- Text from Membership section was moved and updated to Objectives #7:
To create a welcoming, inclusive and diverse forum at PAC meetings for sharing information, providing resources and discussing issues affecting the school community.

→ **Article III - Membership**

- Clarified that there are voting and non-voting parent members
- Clarified the '15' parent member limit is referring to voting parent members
- Clarified the process to increase the number of voting members beyond 15 at the time of the election
- Clarified the number of voting members will reset back to 15 if it was increased in the previous year

→ **Article IV - Annual General Meeting**

- Clarified the meeting is called by the previous school year's Chair
- Revised the order of the purpose statements for the AGM
- Clarified the elections are for voting parents members and the Executive positions
- Deleted text describing teacher and non-teaching staff meetings to electing their PAC representatives
- Defined quorum for AGM as 8 parents

→ **Article V - Elections**

- Clarified nomination process and timelines for submitting nomination forms
- Deleted requirement to make information about election candidates available at the school at least 4 days before the election
- Clarified the election of voting parent members and Executive roles
- Proposed that one parent from each household may be a voting member of the PACT in a given school year
- Redefined the role of the election committee is to run the elections at the AGM if required only.
- Defined the process to resolve any ties during elections

→ **Article VI - Officers**

- Clarified requirement for candidates for Executive role to have been a voting parent member for at least one (1) school year unless they are the only candidate for the role
- Clarified the Chair is responsible for preparing the annual report by the end of the school year and for chairing the AGM of following school year

- Propose that the Vice-Chair serve as the By-Law officer and described the duties of this role
- Deleted reference to a 'budget committee' as the Treasurer prepares the budget in consultation with the Executive committee
- Clarified that the budget is presented at the second PAC meeting after the AGM
- Clarified that the Treasurer shall bring to the council for approval any requests for funds that exceed the approved budget
- Proposed that the Fundraising Chair role shall be optional and if not filled, may be delegated to another member of the PAC
- Clarified that Members at large are not members of the Executive

→ Article VIII – Meetings

- Added a sentence to indicate the first PAC meeting is typically held immediately after the AGM
- Clarified that quorum is 50% or more of the voting members
- Agenda requirements moved to subsection 3
- Added subsection 'Conduct' and referenced Robert's Rules as a guide for conducting PAC meetings (<https://robertsrules.org/>)
- Updated subsection 5 to Decision Making/Voting and made some minor clarifications

→ Article X – Funds

- Proposed that in the event the Treasurer and Chair are members of the same household, the Chair shall delegate their signatory role to the Vice-Chair

→ Article XI – Remuneration

- Clarified that members will be reimbursed for purchases made for PAC activities

→ Article XV – Removal from Office

- Clarified the process for notifying a member that they are subject to removal from the PAC

→ Article XVI – Vacancies

- Clarified how vacancies are filled

→ Article XVII – Rule of Order

- Section deleted as 'Conduct' subsection added to Article VIII (Meetings)

→ Article XVIII – Amendments (renumbered to Article XVII)

- Proposed to change the requirement for proposed amendments to reach Secretary of Chair in writing from ninety (90) days to 30 thirty (30) days
- Proposed the by-laws shall be reviewed at least once every 3 years