

Amendments to Miracle Beach Elementary School Constitution and Bylaws

1. **Name** - Removed School Act - Bill 67 Division 2 Section 8(1) because this was Repealed 2015-27-7
Removed point 2 and 3. For these should fall under code of conduct not the Name of the organization
2. **Purposes and Objectives** - restructured wording and reduced points to reduce the amount of repetition and have the purpose reflect the current needs of the school and population.
3. **Dissolution** - moved to bylaws as this is not part of the constitution
4. Interpretation of Terms - has been added, this was absent in the bylaws dated November 29, 2000
5. **Table of Contents** - has been added, this was absent in the bylaws dated November 29, 2000. The addition allows for easy navigation.
6. **Membership** - Restructured for clarity, used wording recommended by the BCCPAC.
7. **Meetings** - Name Change to Meetings of Members.
8. - Structure for clarity,
9. - AGM Date change for effective business
10. - changed monthly meetings to minimum 6 meetings per school year to allow for breaks, or inclement weather etc.
11. - Executive meetings changed to held at the discretion of the current executive for times when there is a need to be held more or less than once per month.
12. - Notice of meetings has been added.
13. **Voting** - Name Change to Proceedings at general meetings.
14. - Quorum has been changed to 7 this is the average amount of attendees at meetings over the past 23 years. If quorum is not present the meeting will continue on an information basis only.
15. - removed monetary $\frac{2}{3}$ vote this will follow the 50+1
16. - Proxy voting wording changed for simple reading
17. - Removed Section III-6 this falls under quorum
18. - Destroy ballots as per BCCPAC and Roberts Rules of Order recommendations.
19. **Election of Executive Officers** name change to Executive, there has been more headings for clear information and clarity of the role of the executive, eligibility, election, vacancy, removal and remuneration. Old bylaws were not clear or inline with new AGM guidelines.
20. **Term Of Office** - removed as separate section as it is under heading of Executive
21. **Executive** - added in Role of Executive for clarity. As recommended by BCCPAC and School Act. Replaced Section VI of Bylaws Date November 29, 2000.
22. - Added Eligibility title for easy navigation.
23. - Section IV Election of Executive Officers point 1(2000 bylaws), changed wording for clarity.
24. - Section IV point 2, changed wording for clarity.
25. - Section IV point 3, moved to Vacancy

26. - Section IV point 4, removed this shall fall under committees if the current executive feels there is a need.
27. **Executive Continued** - Section IV point 5, changed to executive not just the chairperson to stay impartial.
28. **Term of Office** point 1 Dates have changed based on the AGM change and Current fiscal year.
29. - added in June meeting will be current Executive and New Executive for the purpose of training.
30. - point 2 is now point 13 and changed 2 years 3 for training and growth, consistency still leaving opportunity for change.
31. - point 3 removed except the DPAC position may be a joint position to encourage parent involvement and avoid conflict of interest.
32. - point 3 removed - Past Chair is not an executive position will address in policy and procedures
33. **Executive Officers** REMOVED it is laid out throughout the new Executive section IV very detailed.
34. - added Vacancy, Removal of executive and Remuneration for clarity, based on recommendation of BCCPAC and Roberts Rules of Order.
35. Added Section V - Executive Meetings, this was missing.
- 36. Added Section VI - Conduct of Executive and Representatives, this was missing**
37. **Duties of Executive** - Chairperson Removed (c) this is for the entire executive and membership
38. - Chairperson Remove (d) this is for all executives.
39. - Chairperson reworded (e) for clarification and made (c)
40. - Chairperson added "consult with the council members", "ensure that the council is represented in the school and district activities, "will be the primary person responsible for the electronic communications.
41. - Vice-Chairperson added "Support the chairperson"
42. - Secretary (c) and (e) reworded for clarity and current times.
43. - Secretary added "ensure that members are notified of meetings" and "prepare and maintain other documentation as requested by the membership or executive"
44. - Treasurer (a) reworded to include that records are regularly maintained.
45. - Treasurer added "Apply and report on all gaming grants and licenses", "Ensure all funds of the council are properly accounted for", "Make financial records and books of account available to members up request with consideration of FIPA", "Have the financial records and books of account ready for inspection or audit", "Keep original and electronic records to date."
46. - REMOVED gaming coordinator for this position is no longer required as per BC gaming.
47. - DPAC Rep reworded (a) for clarity.
48. - DPAC Rep reworded (b) for clarity.
49. - DPAC Rep added "Receive, circulate, and post DPAC newsletters, brochures, speaker series and announcements", "Receive and act on all communications related to DPAC", "Liaise with other parents and DPAC representatives."

50. **Committees** - Removed point 2. Nominations are covered in Elections. No longer required in new bylaws.
51. - NEW 2 reflects on Terms of Reference.
52. - Point 3 added in "executive member" before spokesperson.
53. - Point 4 removed word "appointed" to selected, removed "by the chairperson (after consultation with the executive)" to by the full membership.
54. **Finances** - Name change to Financial Matters.Changed structure for simple navigation.
55. - Added Fiscal year as this was missing. Now Point 1 under heading of Financial year
56. - Added heading of Funds Management to give the council the power to raise and spend money.
57. - Added heading Bank accounts using point 1 from (2000 Bylaws)
58. - Added heading Signing Authority using point 2 from (2000 Bylaws)
59. - Added heading of Annual Budget with full explanation of budget process for transparency and accountability.
60. - removed point 3 for PAC no longer uses a Petty Cash system.
61. - removed point 4 for reporting is covered in the new Treasurer's Report section and changed wording to at each general meeting not just at the end of terms.
62. - added heading and guidelines for Non-Budgeted expenditures for full transparency and accountability.
63. - Added heading of Treasurer's Report
64. - Added heading of Auditor, point 5 (2000 bylaws) now point 8 added important working of vote
65. - Added in clause of choosing an auditor.
66. **Constitution & Bylaw Amendments** - Removed the word Written for this wording sets an unclear expectation.
67. - Clear language around amendments and changes.
68. Section XI - Code of Conduct has been moved to Section XIII, Section XI now Council Documents.
69. Council Documents have been added for accountability of document control.
70. Section XII - Created Dissolution in Bylaws, past Constitution and Bylaws this section was listed under the Constitution this is not part of a Constitution, a constitution outlines the broad principals where bylaws offer the details of governing guidelines.
71. Section XIII - Code of Conduct and Ethics. Insert member expectation.
72. **Code of Conduct and Ethics**, Moved point 3c to point 2 as this is high level of expectation.
73. - Removed the point 3 clause of up accepts as this is the expectation for ALL who attend meetings and are involved in PAC.
74. - removed point 3e) takes direction from the members, ensuring that representation processes are in place.
75. - point 3f restructured wording to help hold for accountability and support. (New point 7)
76. - point 3g removed as not needed.