

Changes to the Bylaws

Article I. PHILOSOPHY

A. To enhance all aspects of the education process and to ensure that all activities and policies benefit the students

**CHANGED TO:**

Article I. PHILOSOPHY

A. The Fort Saskatchewan Elementary School Parent Society organizes fundraisers that enhance teaching and learning initiatives at Fort Saskatchewan Elementary School.

**Motioned by Shelly Brown. Seconded by Jacki Blatz. Carried**

Article II. OBJECTIVES

A. Provide two-way communication between staff and parents

B. Stimulate community interest, involvement, and support for the County of Strathcona educational system

C. Strengthen school-community relations through direct and positive participation in the school

D. Encourage and promote parent involvement in classroom programs, extra-curricular activities, and other programs

E. Provide volunteer help to the classroom teacher and the school, to better meet the needs of the individual students and the school population in general

F. Provide representation on the Committee of the School Advisory Councils (COSAC) to enhance communications amongst the SAC'S, the board, the superintendent and the community

**CHANGED TO:**

Article II. OBJECTIVES

A. To raise funds to enhance school teaching and learning initiatives at Fort Saskatchewan Elementary School.

**Motioned by Shelly Brown. Seconded by Sarah Marshall. Carried.**

B. To support school and school council activities, projects and events.

**Motioned by Mabel Underwood-DeWilde. Seconded by Shirley Best Carried.**

Article III.MEMBERSHIP

A. Parents and guardians of the children attending Fort Saskatchewan Elementary School, together with interested school administrators and teachers, shall be eligible for membership in the association

B. Resignation of membership - Any member wishing to withdraw from membership may do so upon notice in writing to the executive committee through its secretary

C. Expulsion of membership - any member upon a 2/3 vote of all members of the society in good standing may be expelled from membership for any cause which the society may deem reasonable

**CHANGED TO:**

Article III. MEMBERSHIP

A. Voting members will include all legal guardians of the children attending Fort Saskatchewan Elementary School. "Guardian" means an individual who is not a parent, or school staff member that is responsible for the welfare of a child enrolled at the school. For the purpose of this by-law a guardian is a parent.  
**Motioned by Randy Whillier. Seconded by Linda Kennedy. Carried**

B. Non-Voting Members will include interested school administrators and teachers as well as any interested community members.  
**Motioned by Jacki Blatz. Seconded by Shelly Brown. Carried**

C. Resignation of membership - Any member wishing to withdraw from membership may do so upon notice, either verbally or in writing, to the executive committee through its secretary.  
**Motioned by Jocelan Darnel. Seconded by Sarah Marshall. Carried**

Article IV. EXECUTIVE

A. The executive shall consist of: elected officers, an LAC representative, the school administrator, one teacher from Division 1 and one teacher from Division 2

B. The elected officers of this advisory council shall be: chairperson, co-chairperson, past chairperson, treasurer, secretary, fund raising co-ordinator and Childsafe coordinator

**CHANGED TO:**

Article IV. EXECUTIVE

A. The executive shall consist of: chairperson, co-chairperson, treasurer and secretary.  
**Motioned by Shelly Brown. Seconded by Mabel Underwood-DeWilde. Carried**

C. elected officers' term of office

1. At the 1st annual general meeting, officers shall be elected to a one year term

2. Should a vacancy occur in any office, and if a majority of the school year remains, a general meeting may be called to fill that vacancy. Otherwise, the Executive shall have the power to appoint a member to fill the office for the unexpired term

3. The general membership may remove any executive member before the expiration of his term and elect another person for the balance, by an extraordinary resolution passed by majority of such members entitled to vote as are present in person at a general meeting of which one month's written notice specifying the intention to propose the resolution as an extraordinary resolution has been given

4. No one person can stand for any given executive position for longer than 2 consecutive years

**CHANGED TO:**

B. Elected officers' term of office

1. Officers shall be elected to a one year term at the annual general meeting.

**Motioned by Jacki Blatz Seconded by Sarah Marshall. Carried**

2. Should a vacancy occur in any office, and if a majority of the school year remains, a general meeting may be called to fill that vacancy. Otherwise, the Executive shall have the power to appoint a member to fill the office for the unexpired term.

**Motioned by Jocelan Darnel. Seconded by Shelly Brown. Carried**

3. The executive may appoint a non voting member to the executive if there is not a voting member to take an open executive position.

**Motioned by Randy Whillier. Seconded by Sarah Marshall. Carried**

D. duties of elected officers

-the chairperson shall:

- a) chair parent group meetings
- b) organize meetings and agendas in consultation with the school administration
- c) oversee and be aware of each executive members job descriptions and duties to ensure that all activities benefit the school and students
- d) monitor operations of sub-committees as necessary
- e) maintain a close liaison with the school
- f) act as liaison between parents and administration
- g) act as liaison with School Board
  - obtain copies of County School Board Meeting minutes
- h) act as society representative at COSAC meetings

**CHANGED TO:**

C. Duties of elected officers

1. The chairperson shall:

- A. chair parent society meetings
- B. organize meetings and agendas in consultation with the school administration
- C. oversee and be aware of each executive member's job descriptions and duties to ensure that all activities benefit the school and students
- D. monitor operations of sub-committees as necessary
- E. maintain a close liaison with the school council

**Motioned by Randy Whillier. Seconded by Shirley Best. Carried**

2. the co-chairperson shall:

- a) work closely with chairperson
- b) take over chairperson's duties when required
- c) act as a parent volunteer co-ordinator
  - assist staff volunteer co-ordinator to organize and implement volunteer program
  - prepare materials for volunteers program, such as job descriptions, I.D. buttons, etc
  - create and maintain a positive feeling towards the program among volunteers

**CHANGE TO:**

2. The co-chairperson shall:

- A. work closely with chairperson
- B. takes over chairperson's duties when required
- C. liaison between the coordinators and any committees

**Motioned by Mabel Underwood DeWilde. Seconded by Shirley Best. Carried**

3. The treasurer shall:

Receive all monies paid to the society and shall be responsible for the deposit of same in whatever bank the executive may order. She/He shall properly account for the funds of the society and keep such books as may be directed. She/He shall present fully detailed account of receipts and disbursements to the executive monthly and shall provide the submission to the first annual meeting a duly audited statement for the financial position of the society. Copy (s) shall be submitted to the executive for records of the society, the City of Fort Saskatchewan, and Alberta Consumer and Corporate Affairs. Each cheque issued by the society must be signed by at least two of the following: chairperson, co-chairperson or treasurer.

**CHANGED TO:**

3. The treasurer shall:

A. receive all monies paid to the society and shall be responsible for the deposit of same in whatever bank the executive may order.

B. properly account for the funds of the society and keep such books as may be directed.

C. Present fully detailed account of receipts and disbursements to the Regularly scheduled parent society meeting and will prepare for the submission to the first annual meeting a duly audited statement for the financial position of the society. Copies shall be submitted to the executive for records of the society, and Alberta Consumer and Corporate Affairs.

D. Each cheque issued by the society must be signed by at least two of the following chairperson, secretary or treasurer.

**Motioned by Shelly Brown. Seconded by Mabel Underwood DeWilde. Carried**

4. The past chairperson shall:

a) assist the chairperson and co-chairperson on any matters of question and shall preside at meetings in the absence of both chairperson and co-chairperson

b) act as a second participant representing the society at COSAC meetings

**CHANGED TO:**

We took this article out completely.

**Motioned by Jacki Blatz. Seconded by Sarah Marshall. Carried**

The child safe co-ordinator shall:

a) schedule volunteers to work on the child safe program

b) prepare and distribute procedure sheet, to ensure that all volunteers follow the necessary steps

c) notify school office of current schedule

**CHANGED TO:**

We took this article out completely.

**Motioned by Shelly Brown. Seconded by Mabel Underwood DeWilde**

The fund raising co-ordinator shall:

a) organize and implement fund raising activities

b) assist, where possible, with regular school fund raisers

c) keep financial report of fund raising

d) present new ideas to staff and parent council

**CHANGED TO:**

We took this article out completely.

**Motioned by Linda Kenedy. Seconded by Karen Whillier. Carried**

????? Article #

All co-ordinators are required to report verbally to each School Advisory Council meeting. Any letters written on behalf of the group must be copied and dispersed to the secretary, chairperson, and principal. Any co-ordinator who cannot attend a meeting must submit a short written report.

**CHANGED TO:**

5. Coordinators

All coordinators are required to report verbally to each Fort Saskatchewan Elementary School Parent Society meeting. Any letters written on behalf of the group must be approved by the secretary, chairperson, and school administration, then copied and dispersed.

**Motioned by Sarah Marshall. Seconded by Karen Whillier. Carried**

ARTICLE V.COMMITTEES

B. Standing committees shall submit plans of work to the executive for approval and before any work is undertaken

**CHANGED TO:**

ARTICLE V.COMMITTEES

B. Standing committees shall submit plans of work to the executive and school administration for approval prior to any work beginning.

**Motioned by Shelly Brown. Seconded by Linda Kennedy. Carried**

ARTICLE VI. MEETINGS

A. The school principal shall call an annual general meeting each year before September 30th

B. Annual, general or special meetings of the membership may be called at any time by the secretary upon the instructions of the chairperson, members shall be notified by newsletter through the school, or by telephone, one week prior to the date of such meeting

C. Unless otherwise provided herein, all motions and resolutions put a meeting shall be determined by a simple majority vote of the members entitled to vote who are in attendance

**CHANGED TO:**

ARTICLE VI. MEETINGS

A. Annual, general, or special meetings of the membership may be called at any time by the secretary upon the instructions of the chairperson; members shall be notified by the school newsletter or by telephone.

**Motioned by Randy Whillier. Seconded by Shirley Best. Carried**

B. Unless otherwise provided herein, all motions and resolutions put at a meeting shall be determined by a simple majority vote of the members in attendance who are entitled to vote.

**Motioned by Mabel Underwood-DeWilde. Seconded by Linda Kennedy. Carried**

ARTICLE VII. MINUTE BOOKS

A. The executive shall keep the minutes of all executive and general meetings to be entered in books designated for that purpose.

B. After each meeting of the executive or general membership, the minutes of same shall be posted at the school within two weeks of the meeting

**CHANGED TO:**

ARTICLE VII. MINUTE BOOKS

A. The executive shall keep the minutes of all executive and general meetings to be entered in books designated for that purpose.

**Motioned by Sarah Marshall. Seconded by Shelly Brown. Carried**

B. After each meeting of the executive or general membership, the minutes of same shall be posted at the school within two weeks of the meeting.

**Motioned by Randy Whillier. Seconded by Shelly Brown. Carried**

C. Approval of minutes can only be approved by members present at the previous meeting.

**Motioned by Linda Kennedy. Seconded by Shelly Brown. Carried**

ARTICLE VIII. VOTING

A. Teachers and administrators shall be non voting members

B. Votes must be made in person and not by proxy or otherwise

C. After sufficient written notification to the membership of a general or special meeting the executive, numbering 7, can constitute a quorum

**CHANGED TO:**

ARTICLE VIII. VOTING

A. Executive members and all attending voting members

**Motioned by Sarah Marshall. Seconded by Karen Whillier. Carried**

B. Executive members not in attendance are the only members who may vote by proxy

**Motioned by Randy Whillier. Seconded by Linda Kennedy. Carried**

C. After sufficient written notification to the membership of a general or special meeting the executive , numbering 4, can constitute a quorum

**Motioned by Sarah Marshall. Seconded by Karen Whillier. Carried**

D. In event of a tie the chairperson may vote to break the tie.

**Motioned by Randy Whillier. Seconded by Shelly Brown. Carried**

SOCIETY SEAL

-custody and use of the seal of the society will be that of the chairperson

**CHANGED TO:**

We removed this completely.

**Motioned by Sarah Marshall. Seconded by Jacki Blatz. Carried**

ARTICLE XVI. DISSOLUTION OF THE FORT SASKATCHEWAN ELEMENTARY  
SCHOOL PARENT SOCIETY

A. In the event of dissolution, all the remaining assets, after payment of liabilities, shall be donated to Fort Saskatchewan Elementary School

**CHANGED TO:**

ARTICLE XIV. DISSOLUTION OF THE FORT SASKATCHEWAN ELEMENTARY  
SCHOOL PARENT SOCIETY

A. In the event of dissolution, all the remaining assets, after payment of liabilities, shall be donated to the Fort Saskatchewan Food Bank.

**Motioned by Randy Whillier. Seconded by Shirley Best. Carried**