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CONSTITUTION

ARTICLE I: NAME

The name of this organization shall be the École K.L.O. Middle School Parent Advisory Council (KLO PAC).

ARTICLE II: PURPOSE OF THE KLO PAC

1. To support, encourage and improve the quality of education and the well being of students at École K.L.O. Middle School.
2. To advise the principal and staff on parents' views on any matter relating to the school's programs, policies, plans and activities.
3. To communicate with parents and to promote cooperation between the home and school in providing for the education of students.
4. To assist parents in accessing the education system at school, district and provincial levels.
5. To organize KLO PAC activities and events.
6. To contribute to the effectiveness of the school by promoting the involvement of parents and other community members.

ARTICLE III: DISSOLUTION

Upon winding up or dissolution of the KLO PAC, the assets which remain after payment of all costs, charges and expenses which are properly incurred in the winding up shall be given to École K.L.O. Middle School for expenditure on school uses.
BYLAWS

ARTICLE I: MEMBERSHIP

1. All parents and guardians of students attending École K.L.O. Middle School shall be voting members of the KLO PAC.

2. Parents and guardians of students attending École K.L.O. Middle School who are also School District #23 employees shall not discuss or vote on issues where they have a conflict of interest.

3. Administration and staff of École K.L.O. Middle School may be invited to meetings as non-voting members of the KLO PAC.

4. Members of the community who are not parents of the current student body may be invited to meetings as non-voting members of the KLO PAC.

ARTICLE II: MEETINGS

1. Meetings will be conducted courteously, efficiently and fairly.

2. KLO PAC meetings shall be held a minimum of six times per year, with one being the Annual General Meeting (AGM).

3. The election of officers to the Executive Council shall be held during the Annual General Meeting, which is to be held in October of each year to ensure that parents of incoming Grade 7 students have the opportunity to be included in the election process.

4. Executive Council meetings shall be held as pertinent business arises at the call of the President.

5. KLO PAC meetings shall not be a forum for the discussion of individual school personnel, students, parents, or other individual members of the school community.


ARTICLE III: QUORUM

1. A quorum for a meeting shall be no less than 50% of the Executive Council.

ARTICLE IV: VOTING

1. Unless otherwise provided, questions at any meeting shall be decided by a simple majority vote.

2. In the case of a tie vote, the motion is defeated.

3. Members must vote personally on all matters; voting by proxy shall not be permitted.
4. Voting conducted at meetings shall be done by a vote of hands. With respect to the election of officers, the membership may elect, at each Annual General Meeting, to vote by either a show of hands or secret ballot.

5. A vote shall be taken to destroy all ballots after elections.

ARTICLE V: ELECTION OF EXECUTIVE OFFICERS

1. Nominations shall be called for and may be made from the floor of the AGM, provided the consent of the nominee is given in writing or orally.

2. In the event of a vacancy on the Executive Council during the year, the KLO PAC may appoint an individual to hold office until the next election.

3. The election of the Executive Council will be conducted by the most recent Past President of the KLO PAC Executive. However, in cases where a Past President is not able to preside over the election, he or she may appoint another KLO Parent, who is not seeking election, to conduct the vote instead.

ARTICLE VI: TERM OF OFFICE

1. The term of office shall commence immediately following election at the AGM and shall be until the next AGM.

2. No person may hold one Executive Council position for more than three consecutive, one-year terms. In cases where a person has held a role for three consecutive, one-year terms, and no replacement nomination is put forward, the KLO Executive may vote by a simple majority, of 50% plus one, to extend the term for another year until the next AGM, provided the person holding the position remains a parent of a student enrolled at KLO Middle School.

ARTICLE VII: EXECUTIVE OFFICERS

1. The Executive Council shall manage the business and affairs of the KLO PAC and assist the general membership in carrying out official events and functions that the KLO PAC has agreed to support.

2. The Executive Council will include President, Vice-President, Treasurer, Secretary, Central Okanagan Parent Advisory Council Representative, Student Voice Representative, up to three School Planning Council (SPC) Representatives, provided that the roles are required as a function of the educational planning process, and up to three Members at Large.

3. The Executive Council shall have the authority to pay accounts up to the amount of $150 CAD (Canadian Dollars) without the consent of a general meeting, provided that the Executive Council is advised in writing of the reasoning for the expenditure and the costs meet one or more of the conditions under Constitution Article II: Purpose of the KLO PAC.
ARTICLE VIII: DUTIES OF OFFICERS

1. Immediate Past President: Shall be asked to remain on the Executive as an advisor.
2. President: Shall convene and preside at all general and executive meetings; know the Constitution and Bylaws and meeting rules; ensure the KLO PAC is represented in school and district activities; provide assistance to members; be the official spokesperson for the KLO PAC; and shall be an ex-officio member of all committees.
3. Vice-president: Shall preside at meetings in the absence of the President; and shall accept extra duties as required.
4. Secretary: Shall keep full and accurate minutes of all general and executive meetings; shall keep an accurate copy of the Constitution and Bylaws; and shall have charge of and conduct all the official correspondence of the general and executive meetings. A copy of any correspondence written by other members of the Council, on behalf of the Council, must be filed with the Secretary.
5. Treasurer: Shall receive, collect and deposit, in a chartered bank approved by the KLO PAC, all funds; keep an accurate account of all receipts and expenditures; and pay by cheque all bills and accounts which have been approved by the KLO PAC within 30 days. All cheques must be signed by any two of the Treasurer, President or Secretary. The Treasurer shall submit a statement of the finances of the KLO PAC at each general meeting. The annual Treasurer's Report is to be given at the first general meeting of the new term.
6. COPAC Representative: Shall take direction from the membership; represent and speak on behalf of the membership at COPAC meetings; and report back to the KLO PAC at general meetings.
7. SPC Representatives: Shall take direction from the membership; represent and speak on behalf of the membership at SPC meetings; and report back to the KLO PAC at general meetings.

ARTICLE IX: COMMITTEES

1. The KLO PAC may create committees as the need arises, and shall provide direction for the proposed work to be done by the committee.
2. The KLO PAC shall appoint committee members; the committee members shall select the committee Chairperson.
3. A committee is responsible to the Executive Council and to the KLO PAC membership.
4. A committee automatically dissolves on completion of its duties.
ARTICLE X: REMOVAL OF OFFICERS

1. The KLO PAC may, by a two-thirds vote of the members present at a general meeting, remove an Executive Officer before the expiration of his or her term of office, and may elect a successor to complete the term.

2. Written notice specifying the intention to make a motion to remove an Executive Officer shall be given to the members not less than 14 days before the meeting.

ARTICLE XI: CONSTITUTION AND BYLAW AMENDMENTS

1. The KLO PAC may, by a two-thirds vote of the members present at a general meeting, amend the constitution and bylaws.

2. A notice of motion to amend the constitution and bylaws, and copies of the proposed amendments, shall be submitted at a meeting preceding the meeting to vote on the amendments.

3. Constitution or bylaw amendments shall be dated, signed, and forwarded to the School Board Office for the purpose of safekeeping.
What is a Parent Advisory Council (PAC)?

The School Act gives parents the right, through PACs, to assume an advisory role in every school.

PACs are the officially recognized collective voice of parents of their school. A PAC, through its elected officers, may advise the school board, the principal and staff of the school respecting any matter relating to the school other than matters assigned to the School Planning Council (SPC).

PACs are the forum within each school community to discuss matters affecting your school and the education of your children. Parents' voices are a tremendous value to their school. They offer a wealth of ideas and support in the challenges that face all public schools. PACs strive to represent the diversity within their communities and contribute to the benefit of all students by:

- providing opportunities to educate and inform parents about the school;
- involving parents in volunteer activities; and
- openly discussing parents' concerns and aspirations for their schools.

Who Can Become a Member of PAC?

All parents and guardians of students registered in the school are automatically voting members of the PAC.

What Governs a PAC?

As an autonomous body, the PAC must abide by its Constitution and Bylaws and the School Act.

How Does a PAC Work?

Through their elected executives from parents in the school, PACs communicate with their parent community gathering and discussing issues of importance regarding their school in order to adequately advise those that influence their school. In addition to PAC meetings, communication may also be done through newsletters, memos, telephone, email, and websites so that all parents have the opportunity for input.

PACs, with strong participation from parents, have an important influence on life at the school and the feelings the community has toward the school and education. There is strong evidence that increased parent involvement in the school results in increased student achievement, accomplishment, satisfaction, and bonding all of which result in decreased dropout rates and better citizen.

Whom does the PAC Advise?

(a) advise the board and the principal and staff of the school or the Provincial school respecting any matter relating to the school or the Provincial school, other than matters assigned to the School Planning Council, and

(b) at the request of the SPC, assist the SPC in carrying out its functions under this Act.

The Purpose of PAC is:

- to provide parents with the opportunity to gain greater understanding of the school;
- to assist the SPC in carrying out its function;
- to give input into school-based decisions;
- to participate in goal setting;
- to unify efforts of the school community toward the goal of quality education;
- to improve the sense of community in the school \neighborhood;
- to monitor and review school rules and conduct, the safety programs, the educational programs; learning materials, equipment and the school building;
- to educate parents;
- to encourage people to vote in school district elections; (PACs cannot favor a particular party or candidate but can give all candidates an opportunity to express their opinions to other parents at the school.
- to advocate equal educational opportunities for all students;
- to liaise with other education partners and organizations; and
- to provide methods to resolve problems between the school and community by directing parents and students to the Advocacy project.
The PAC is NOT:

A committee to discuss individual students/staff problems or conflicts.

Your Involvement

Parents are encouraged and invited to bring forth issues, suggestions, or concerns relating to the meeting and enhancement of the needs of your school community.

These issues can be brought forth by:

- contacting a PAC executive member
- sending a letter to the school addressed to a member of the PAC executive
- attending a PAC meeting

We believe that the learning environment that is marked by positive parental involvement supports and enhances the public school education system.

Al Cumbers re parking lot

Thank you to staff - very appreciated