

	Current	Suggested	Reason
1.	Membership		
1.1.	Lakeland Ridge Parents Action Society (the Society) membership consists of all parents and/or legal guardians of children attending Lakeland Ridge School (the School).	Lakeland Ridge Parents Action Society (the Society) membership consists of any Alberta resident who expresses an interest in fundraising for the Society for the betterment of the Lakeland Ridge School (the School) community.	To be compliant with AGLC gaming license requirements.
1.1.2		Parents and guardians of students currently enrolled at Lakeland Ridge School are automatically deemed members of the Society.	To facilitate membership enrollment of parents/guardians of Lakeland students.
1.2.	All paid staff members of the school are deemed to be Associate Members with non-voting rights and are ineligible to stand for election to Officer of the Society.	All paid administrative and teaching staff members of the school are deemed to be Associate Members with non-voting rights and are ineligible to stand for election to Officer of the Society.	So that staff who do not make decisions on school programming are not excluded from membership. E.G., Lunch time supervisors, janitorial staff, etc.
1.3.	Temporary membership consists of any individual who expresses an interest in fundraising for the Society for the betterment of the School community.	Delete	Not needed due to change to 1.1
2.	Representative Governance Model		
2.1.	In following a Representative Governance Model, each member has the delegated authority of the School community to responsibly determine and represent the views of the School community to the Officers of the Society. The Society Officers act as a Board of Directors to conduct the day to day business of the Society and report back to the wider membership at the Annual General Meeting.	Same	

3.	Rights and Responsibilities of Members		
3.1.	All members shall act in the best interest of the students and the School and not merely represent personal interests, in accordance with the Society's Bylaws.	Same	
3.2.	Members, with the exception of those deemed to be Associate Members, have the right to share information, voice their concerns, attend meetings, stand for election and exercise their votive privilege.	Same	
3.3.	Associate Members have the right to share information, voice their concerns and attend meetings.	Same	
3.4.	Members and Officers of the Society have no right to remuneration for their volunteer services to the Society.	Same	
3.5.	Members have the right to inspect the books of the Society at any Annual General Meeting or by prearrangement with the Treasurer or Chairperson.	Same	
4.	Resignation or Expulsion of Members or Elected Officer		
4.1.	Officers resigning their position (other than during elections) must give seven days notice prior to the effective date of resignation.	Officers resigning their position (other than during elections) must give fourteen days notice prior to the effective date of resignation. Written notice is to be sent to the Chair and the Vice Chair (e-mail is acceptable).	7 days is very short. Very little will be done in 7 days to replace someone and transfer all information from the resigning officer to the rest of the officers.

4.2.	Expulsion of any Member or Officer of the Society, for just cause, requires that such Member or Officer has been notified seven days in advance of a Special Meeting of the Society and is afforded the opportunity to be heard at this meeting. The final decision regarding expulsion is decided by a 60% majority vote at this meeting. Just cause may include, but is not limited to, fraudulent behaviour.	Expulsion of any Member or Officer of the Society, for just cause, requires that such Member or Officer has been notified seven days in advance of a Special Meeting of the Society and is afforded the opportunity to be heard at this meeting. The final decision regarding expulsion is decided by an in-camera session between the officers and the member. Just cause may include, but is not limited to, fraudulent behaviour.	In the case of expulsion, to ensure confidentiality and reduce the risk of slander, the meeting will only be attended by officers and the member in question.
5.	Officers		
5.1.	The Officers of the Society shall consist of a Chair, Vice Chair, Secretary, Treasurer and three or more Directors at Large	Same	
5.2.	The Office of the Secretary and Treasurer may be filled by one person in any person if any annual meeting for the election of the officers shall so decide.	Same	
5.3.	Associate Members of the Society cannot be Officers	Same	
5.4.	A parent member will be elected to chair the Society.	Same	
5.5.	The Officers will be elected for a one year term at the Annual Elections Meeting held in May of each year.	The Officers will be elected for a one-year term at the Annual General Meeting held in October each year.	Moving elections to the AGM, which will be held in October of each year and specifying when the Officers' term begins.
5.6.	The Officers are volunteers and will receive no remuneration for their volunteer services to the Society.	Same	

6.	Duties of the Officers		
	General		
		Conduct, manage and control affairs and business of the association (changed spelling)	Generic but leads to the responsibility of the officers
		All expenditures over \$100 must have the approval of the membership; this does not include expenditures of self-replenishing nature	we need an avenue for the executive to spend money if they need to (ie to order new cheques, buy small supplies, etc between meetings)
		Approve, authorize and direct execution of all necessary documents, make arrangements and commitments and negotiate for and do everything necessary to carry out the purposes of the association pursuant to these bylaws (changed therefore to for)	Just another clause that says the executive has the right and obligation to act on behalf of the association.
		each elected officer, at the end of his term, shall ensure that all relevant material is forwarded to the incoming officer	Clause to be added for completeness
		Records the minutes in the absence of the Secretary.	Moved from each officers section
		All of the above positions will attend Society meetings regularly.	Moved from end of the section
6.1.	Chair		
6.1.1.	Chairs all Society meetings held during the year.	Same	
6.1.2.	Prepares an agenda for the Society meetings.	Same	
6.1.3.	Works to assist the various co-ordinators and committees where needed.	Same	

6.1.4.	Has been an active elected Officer of the Society for at least one year.	Delete	It is difficult to secure volunteers, and we don't want to limit ourselves. Someone might have been on school council or a volunteer with PAS and be perfectly competent to be the Chair without having previously been an officer.
6.1.5.	Submits the Society annual returns and filing requirements.	Same	
6.1.6.	Acts as a Liason with the School Council and School Administration.	Same	
6.1.7.	Prepares and presents year end reports for the Annual General Meeting.	Same	
6.2.	Vice Chair		
6.2.1.	Chairs any meeting that the Chair is unable to attend	Same	
6.2.2.	Steps in to take over Chair's duties should they be unable to complete their term of office.	Same	
6.2.3.	Works to assist the various co-ordinators and committees where needed.	Same	
6.2.4.	Records the minutes in the absence of the Secretary.	Delete	Move to general section.
6.3.	Treasurer		
6.3.1.	Is responsible for maintaining a set of books for the Society in accordance with the bylaws of the Society.	Same	
6.3.2.	Handles the issuing of cheques approved by the Society in accordance with the bylaws of the Society.	Same	
6.3.3.	Maintains separate accounting for the general and gaming accounts.	Same	

6.3.4.	Attends the Society meetings and provides written reports as to the current standing of the general account.	Attends the Society meetings and provides written reports as to the current standing of all accounts, including but not limited to General Account and Gaming Account	Changed to capture all accounts we might have but also specifically note the 2 we currently have.
6.3.5.	Attends the Society meetings and provides written reports as to the current standing of the gaming account.	Delete	6.3.4 will cover this all accounts
6.3.6.	Provides the necessary documents for auditing purposes and to prepare yearly financial statements and regulatory filings.	Same	
6.4.	Secretary		
6.4.1.	Records minutes at the meetings of the Society and makes copies available to those in attendance.	Same	
6.4.2.	Provides minutes from the previous meeting for adoption at the next meeting.	Same	
6.4.3.	An original copy of the minutes with all attachments and the Treasurer's report will be filed in the Society filing cabinet at the school.	Same	
6.4.4.	Types correspondence as requested.	Delete	Archaic. People can handle their own correspondence.
6.4.5.	Maintains files at the school, (including minutes and financial statements) for the Society for a minimum of seven (7) years in accordance with the Government regulations. Permission to destroy files must be voted by the Society.	Same	
6.4.6.	Will keep an accurate list of names and addresses of the Society Officers.	Same	
6.5.	Directors at Large		
6.5.1.	To sit on committees as needed.	Same	
6.5.2.	To assist in the running of Society activities	Same	

6.6.	All of the above positions will attend Society meetings regularly.	Delete	Move to the new "general" section
7.	Vacancies		
7.1.	A position will be considered vacant after two consecutive months of inactivity or no contact.	Same	
7.2.	The Officers may appoint qualified persons to fill vacancies until the vacancy can be filled at the May Annual Elections Meeting.	The Officers may appoint qualified persons to fill vacancies until the vacancy can be filled at the next Annual General Meeting.	Remove may date and change "Elections" to "General"
8.	Meetings		
8.1.	An Annual General Meeting of the members will be held in the School in September of each year.	An Annual General Meeting of the members will be held in the School in October of each year.	Moving date to October so that there is time for the preparation and review of the previous year's financial statements, which would be presented at the AGM.
8.2.	An Annual Elections Meeting of the members of the Society will be held in the School in May of each year.	Delete	moving elections to the AGM
8.3.	Regular meetings of the Officers of the Society will be held as needed October through June at a date and time established by the Officers.	Same	
8.4.	The Officers may convene a Special Meeting whenever they wish, or by written request of the (10) parents of the school community.		
8.5.	Agendas of all meetings will be made available to all members at least 10 days prior to the meeting.	Agendas of all meetings will be made available to all members at least 5 days prior to the meeting.	10 days in advance is a long time. Many items could be added or changed in that time. A more meaningful agenda would be available with a shorter time frame.
8.6.	Minutes of all meetings will be taken by the Secretary, or in their absence, the Vice Chair and will be made available to all members at least 30 days after the meeting.	Minutes of all meetings will be made available to all members at least 30 days after the meeting.	We already state who takes minutes elsewhere. No need to state it again.

8.7.	Business from the floor, not already approved and included on the agenda, can be brought forward and voted on at the meetings.	Same	
8.8.	In times of school vacation, labour strikes, school closure or situations beyond our control, the Society reserves the right to call a meeting in a forum outside the confines of the School.	Same	
8.9		A topic to be discussed at a Regular Meeting of the Board may be deemed to be "in camera", or closed to all but elected Officers/Directors if the Board determines, by a majority vote of those present, the topic to be of a personal, sensitive or confidential nature.	Need a mechanism for "private" discussions. Because the elected officers are not meeting separate of the general membership there may be issues that come up that require only those elected officers.
8.10		Irregularities or errors done in good faith do not invalidate acts done by any meeting of the Association or Board. No action taken at a meeting is invalid due to accidental omission to give notice to any member, any member not receiving any notice, or any error in any notice that does not affect the meeting.	Just a safety factor to ensure work is not "undone" because we forgot something. We are all busy parents and are human. Things happen. This covers that.
9.	Quorum		
9.1.	A quorum for the Annual General Meeting will consist of five (5) members.	Same	
9.2.	A quorum for the Annual Elections Meeting will consist of five (5) members.	Same	
9.3.	A quorum for the Regular Meetings will consist of three (3) members.	Same	
9.4.	A quorum for Special Meetings will consist of three (3) members.	Same	

10.	Notice of Meetings		
10.1.	Notice of the Annual General Meeting, the Annual Elections Meeting and all Regular Meetings will be included in the school newsletter or posted on the school website two to four weeks in advance.	Same	
10.2.	Notice of Special Meetings of the Officers will be posted on the school website or in the school one to two days in advance.	Same	
11.	Voting Procedures		
11.1.	Annual General and Annual Elections Meetings	Annual General, Annual Elections, Regular and Special Meetings	I suggest combining these. They are exactly the same so there is no reason to have 2 sections.
11.1.1.	Voting rights are established as one vote per member and the member must be in attendance to vote.	Same	
11.1.2.	Voting by proxy is not permitted.	Same	
11.1.3.	Voting will be by show of hands.	Same	
11.1.4.	All items must be motioned, voted and passed by a 60% majority.	Same	

11.2.	Regular and Special Meetings	Delete	I suggest combining these. They are exactly the same so there is no reason to have 2 sections.
11.2.1.	Voting rights are established as one vote per member and the member must be in attendance to vote.	Delete	
11.2.2.	Voting by proxy is not allowed.	Delete	
11.2.3.	Voting will be by show of hands.	Delete	
11.2.4.	All items must be motioned, voted and passed by a 60% majority.	Delete	
12.	Auditing		
12.1.	The fiscal year of the Society in each year shall be August 31.	Same	
12.2.	The Society's financial records will be audited annually by a duly qualified accountant or by two members of the Society. To be completed by November 30th.	The Society's financial records will be reviewed annually by a duly qualified accountant or by two members of the Society. To be completed for presentation at the AGM.	Change the word audit to review and change the timing to ensure the reviewed books are ready for the AGM.
12.3.	The Treasurer, Chairperson and one Director at Large hold signing authority.	The Treasurer, Chairperson and two additional Officers hold signing authority.	Adding one more signing authority and changing it from director at large to officer to make it less specific who is required.
12.4.	Cheques must have two signatures.	Same	
12.5.	Members and the Officers have no legal rights to borrow funds in the name of the Society unless for the express purpose of running a casino.	Members and the Officers have no legal rights to borrow funds in the name of the Society.	Remove "unless for the express purpose of running a casino".

13.	Conflict Resolution		
13.1.	Any internal conflicts that might arise among the Society members, between the Society and the community or between the Society and the School must be brought to the Principal or the Society Chair. A conflict requiring mediation will be discussed at a prearranged date and time with the parties involved and the Principal and the Chair of the Society. If a resolution cannot be reached, then outside mediation should be brought in to settle the conflict.	Any internal conflicts that might arise among the Society members, between the Society and the community or between the Society and the School must be brought to the Principal and the Society Chair. A conflict requiring mediation will be discussed at a prearranged date and time with the parties involved and the Principal and the Chair of the Society. If a resolution cannot be reached, then outside mediation should be brought in to settle the conflict.	Change from "Principal or the Society Chair" to "Principal and the Society Chair". If there is a conflict that needs this clause the Principal should always be aware as should the Society Chair not either or.
14.	Amendment to the Bylaws		
14.1.	The bylaws remain in force year to year unless amended at any meeting of the Society.	Same	
14.2.	The bylaws of the Society may be amended by a 75% majority at any meeting of the Society.	Same	
14.3.	Notice of intent to amend bylaws by Special Resolution must be circulated 21 days or more in advance of any meeting of the Society.	Same	
15.	Society Seal		
15.1.	The Lakeland Ridge Parents Actions Society has not adopted a society seal.	Same	

16.	Fundraising		
16.1.	A committee shall run all fundraising activities. The committee shall consist of Officers of the Society and any interest members. Duties will be decided by consensus.	The Officers of the Society shall appoint a member of the Society to run each approved fundraising activity. All fundraiser arrangements and communications are subject to review by the Chair or Vice Chair.	The nature of our fundraisers is such that some do not require a "committee" and can be completed in a simple manner. We do not need to make them more complicated by making a committee for each one. It is not necessary for fundraisers to be run by an Officer, only that there is a review process in place.
17.	Dissolution		
17.1.	Upon dissolution of the Lakeland Ridge Parents Action Society, any assets remaining after paying debts and liabilities are to be:	Upon dissolution of the Lakeland Ridge Parents Action Society, any assets remaining in the Society's accounts, with the exception of the gaming account, after paying debts and liabilities are to be:	
		To the school administration to do with as they see fit;	The money would go to the school since that's what it was raised for. Since the money was raised for the school, that's where the money should go. If the school is ever closed then the other clauses would apply.
17.1.1.	Disbursed to eligible charitable or religious groups or purposes; or	Same	
17.1.2.	Transferred in trust to a municipality until such time as the assets can be transferred from the municipality to a charitable or religious group or purpose approved by the Officers of the Society.	Same	
17.2		Upon dissolution of the Lakeland Ridge Parents Action Society, any assets remaining in the gaming account after paying debts and liabilities are to be:	Separates gaming account from other accounts as AGLC rules stipulate that any remaining assets must go to a charity (they cannot go to the school)
17.2.1		Disbursed to eligible charitable or religious groups or purposes; or	

17.2.2		Transferred in trust to a municipality until such time as the assets can be transferred from the municipality to a charitable or religious group or purpose approved by the Officers of the Society.	
18	Conflict of Interest		
18.1		All members, must disclose to the chair and vice chair, actual or perceived financial conflicts of interest (including but not limited to circumstances the member or his/her family will financially benefit from a decision) and immediately recuse themselves from all related discussions and decision making.	As we are opening up the membership to include parents paid by the school we need a clause to address conflict of interest

19	Insurance		
19.1		For the purpose of carrying out its objectives, the Association will annually review and carry liability insurance as deemed necessary by the Board, or if required by the policies of the school.	prudent practice