

# **PETERBOROUGH COUNTY SCHOOL COUNCILS ASSOCIATION CONSTITUTION**

## **Purpose Statement**

The Peterborough County School Councils Association (PCSCA) is a support and advisory body whose goal is to improve and advance the efforts of Kawartha Pine Ridge District School Board (KPRDSB) school councils within Peterborough County and to contribute to improving learning opportunities for students. The PCSCA provides a forum for discussion and information sharing and works towards better communication between school councils and between school councils and the KPRDSB.

The PCSCA will operate within the framework of policy B.6.2 as set out by the Board.

The PCSCA will not interfere with nor govern the actions of individual school councils.

## **To advance these purposes, the Peterborough County School Councils Association will:**

- a) provide input on issues common to the member school councils when participating members agree to speak together;
- b) establish goals, priorities and procedures and act as a forum for information dissemination, discussion, training, sharing best practices, and communication among school councils;
- c) communicate on an ongoing basis with all school councils in Peterborough County to seek their views and preferences with regard to matters under consideration by the PCSCA;
- d) participate in Board wide Association of School Councils forums;
- e) promote the best interest of the school councils within Peterborough County;
- f) act in good faith.

## **Membership:**

### **Voting Members**

Voting members of the PCSCA shall be the chairperson or designate from all school councils within Peterborough County. The chairperson or designate must be an elected member of the school council. Each school council will have only one vote.

### **Non-Voting Resource Members**

Trustees of the KPRDSB within Peterborough County, the Superintendents within our region, and Principals within our region shall be non-voting resource members.

### **Executive Officers**

The Executive shall consist of a Chairperson or Associate Chairpersons and/or a Vice-Chair, and a Secretary.

Members of the Executive shall be voting members of the PCSCA.

These positions shall be determined by a vote of the PCSCA at their first meeting of the new school year.

### **Sub-Committees**

The PCSCA may form sub-committees. Membership and purpose of the committees will be agreed upon by the membership. Minutes of each meeting held by the sub-committee will be recorded and made available to all PCSCA members.

### **Elections**

Election of the executive shall take place at the first meeting of the school year. All member schools shall be notified of this meeting 20 school days in advance.

Each member shall serve for a period of one school year.

Executive officers may serve as such for no more than three years consecutively.

### **Vacancies During Term**

An Executive Officer may resign by submitting a letter of resignation to the executive. This resignation will be made known to the PCSCA members prior to or at the next scheduled meeting. The vacancy shall then be filled by a vote of the membership.

### **Quorum**

A quorum shall consist of 1/3 of the voting members. In the event that a quorum is not met, a meeting may still be held, but matters requiring a vote will be deferred to the next meeting.

### **Consensus and Voting**

The PCSCA will strive for consensus wherever possible. When a consensus cannot be reached or a motion is required, a vote shall be held in accordance with "Robert's Rules of Order". A tie vote will be considered a loss. The Chair will have a vote.

### **Amendments to the Constitution**

This Constitution shall be reviewed every two years or when deemed necessary by the PCSCA membership. Any amendment must be passed by 2/3 majority vote of the membership. In the event that 2/3 of the members are not present at the meeting where the amendment is voted on, electronic votes may be obtained from members who were absent. Written notice of any amendments must be sent out to the membership 30 days prior to the vote.