



## POLICY NO. 4020

### MEMBER RESOLUTIONS POLICY

#### Introduction

This policy replaces all previous BCCPAC Resolutions Policies and governs all Resolutions for BCCPAC Annual General Meetings (“AGM”). Resolutions passed at the AGM, proposed by any member in good standing, are the basis for the operations and advocacy work of BCCPAC. Any amendments to this policy require the approval of the members by Ordinary Resolution at an AGM. The Resolutions Committee exists to ensure that proposed resolutions are lawful and that the qualified proposers are assisted to develop effective resolutions. Members have a responsibility to ensure that they are prepared to engage in an informed debate and vote on resolutions at each AGM.

#### A. Definitions

1. *Ordinary Resolution* has the same meaning as in the Society Act (BCCPAC Bylaws 1.1(vi)) and includes a resolution that:
  - a) advocates action that affects BC’s public education system; or
  - b) gives direction to the BCCPAC Board of Directors.
  
2. *Special Resolution* has the same meaning as in the Society Act (BCCPAC Bylaws 1.1(xi)) and includes a resolution that:
  - a) provides for the amendment of BCCPAC’s Constitution or Bylaws (BCCPAC Bylaws 9.2);
  - b) calls for the removal of a BCCPAC director (BCCCPAC Bylaws 5.20);
  - c) seeks authorization for the BCCPAC Board to issue debentures (BCCPAC Bylaws 8.5);  
or
  - d) seeks to restrict the borrowing powers of the Board until the next AGM (BCCPAC Bylaws 8.7)
  
3. Qualified Proposer:
  - a) a Regular Member in good standing who has the right to vote at the AGM (BCCPAC Bylaws 2.3(a); 2.10; 4.9(a)).
  - b) the Board as a whole.
  
4. Qualified Resolution: To qualify for consideration, a resolution must:
  - a) not contravene any law; or
  - b) be consistent with BCCPAC’s constitutional purposes;
  - c) be submitted in the prescribed format. The Board will design the prescribed Resolution Submission Form consistent with this policy and make it available from the BCCPAC office and on the BCCPAC website;
  - d) not be reaffirmed until after the AGM following its adoption has occurred.



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#### **B. Timelines**

Introduction: Each Resolution must be accompanied by a Proposer Position Statement, which provides the proposer's opening arguments supporting the resolution, must be prepared in the prescribed format and is required to be submitted electronically using a file format compatible with current BCCPAC technology. This rule does not apply to resolutions made on the day the AGM.

1. Special Resolutions, must be received prior to 11:59 PM 60 days prior to the AGM, to be considered at the AGM. They cannot be proposed at the AGM.
2. Ordinary Resolutions must be received 60 days prior to the AGM to be considered for inclusion in the pre-circulated AGM Booklet. Those accepted by the Resolutions Committee will be included in the AGM Resolutions Booklet and added to the AGM agenda in the order received.
3. Ordinary Resolutions submitted after this deadline and accepted by the Resolutions Committee prior to the AGM will be added to the AGM agenda after the resolutions included in the pre-circulated AGM Resolutions Booklet. Every effort will be made to include these resolutions in the information package distributed to members at the AGM
4. Resolutions received after the closing date for the Resolutions Booklet but at least 40 days prior to the AGM, will be processed by the Resolutions Committee in time for those that are approved to be added to the agenda of the AGM.
5. Ordinary Resolutions may be proposed from the floor of the AGM.

#### **C. Resolution Format and Content**

1. A resolution that advocates change in the BC public education system must:
  - a) address an issue that generally concerns BCCPAC or a significant portion of its members;
  - b) require advocacy at the provincial level; or
  - c) require advocacy at the federal level (Examples: French Immersion, students of immigrant families, students of First Nations families in public schools).
2. All resolution submissions must be certified by two authorized executive members of the proposer and must be in the prescribed format.

#### **D. Resolutions Committee**

1. The Board will appoint members to a standing Resolutions Committee who will serve at the pleasure of the Board. All appointments for the year expire at the close of the AGM. The

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**ADOPTED: May 2004**

**AMENDED: May 2021**

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Resolutions Committee will determine time frames for the completion of each stage of the resolution processing system but will ensure that approved Resolutions are made available to members at least 40 days prior to each AGM.

2. The Resolutions Committee will review each resolution received to ensure:
  - a) that it has been submitted by a Qualified Proposer under Section A.3; and
  - b) that it meets the definition of a Qualified Resolution under Section A.4.
3. The Resolutions Committee will review each resolution that has met the requirements of Section D.2 to consider whether:
  - a) to the extent possible, the resolution is clear, is actionable and will have the intended effect;
  - b) to the extent possible, the proposer's position statement is clear and factual;
  - c) should the Resolutions Committee determine the proposer's position statement is lacking important relevant information, the Committee may, with permission from the Board, include further comments that will be included in the Resolutions Booklet. The proposer of the initial resolution has the right to reply, subject to applicable deadlines.
4. As part of its review, the Resolutions Committee may research the resolution and/or discuss it with others including those listed as Implementers and Interested Parties.
5. If more than one proposer put forward resolutions that have the same or substantially the same intent, the Resolutions Committee will make recommendations to each proposer in an attempt to either differentiate or combine the similar motions. If agreement with the proposers cannot be reached, each resolution will be processed separately.
6. After each resolution is reviewed, the Resolutions Committee will discuss its findings and any suggested changes with the proposer.
7. Once a resolution has been approved by the Resolutions Committee, it will be circulated electronically to all members.
8. Concurrently, an online forum will be set up to encourage dialogue and debate on the resolution prior to the AGM.

#### **E. Rejection by Resolutions Committee and Appeals Process**

1. The Resolutions Committee may reject any submitted resolution which it determines to be non-qualifying. The proposer must be given notice of the rejection with supporting reasons.



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2. The proposer has the right to appeal the rejection to the BCCPAC Board of Directors (the Board) within one week of receiving notice. The proposer and the Resolutions Committee may make submissions before the decision is made.
3. The Board must communicate its decision within seven days of receipt of the appeal.
4. If the Board rejects an appeal relying solely on Section A.4.b, the proposer may appeal this decision to the assembly at the AGM.

#### **F. Procedures at the Annual General Meeting (AGM)**

1. Resolutions approved by the Resolutions Committee and included in the Resolutions Booklet do not require a mover but must be seconded by a delegate present at the AGM.
2. An Ordinary Resolution not included in the Resolutions Booklet must be duly moved and seconded to be heard by the assembly.
3. Ordinary Resolutions may be proposed from the floor at the AGM. Those that relate to the conduct of the AGM, or that are required under the Society Act or the bylaws, will be considered as they arise. All other resolutions will be added to the end of the agenda in the order received.
4. If time permits, the Resolutions Committee chair or designate will review the proposed resolution to determine if it is a Qualifying Resolution. Once approved, it will be added to the agenda. The decision of the Resolutions Committee chair may be appealed to the AGM Chair for a ruling.
5. Members are reminded that resolutions proposed from the floor of the AGM have not had the advantages of considered review by the Resolutions Committee.
6. If the members (represented by proxies at the AGM) determine that any resolution, whether included on the agenda or proposed from the floor, is not ready for consideration, they have a number of options including:
  - a) making a motion *Not to Consider* the resolution (made before the resolution is debated, is not debatable and requires a 2/3 vote to pass);
  - b) making a motion to Refer the resolution to committee;
  - c) making a motion to Postpone to a Future Date, i.e. the next AGM; or
  - d) making a motion to Postpone Indefinitely (made after debate is commenced which, in effect, removes the motion from consideration).
7. If the Board determines, at any time, that a resolution that is passed by the assembly is non-qualifying under Section A.4.a or A.4.b, it may suspend action on such resolution. The Board

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will inform members if such action is taken and provide an explanation for their decision. Any member that disagrees with the Board decision may appeal it to the assembly at the next AGM.

8. If there is insufficient time to debate a resolution at the AGM, it may be heard at the next AGM if a member introduces a motion to *Postpone to a Future Date*, i.e. the next AGM. If this motion is not made, the resolution would fall from the table and would have to be resubmitted to be considered at the next AGM.

#### **G. Responsibilities for Resolutions Passed at the AGM**

1. After the AGM, the Board of Directors must ensure that:
  - a) all approved Special Resolutions are filed with the Registrar of Companies;
  - b) the filed resolutions are incorporated in the consolidated Constitution and Bylaws;
  - c) the amended consolidated Constitution and Bylaws is posted to the website and as otherwise required; and
  - d) any listed Implementers and Interested Parties for each approved resolution are notified.
2. After the AGM, the Board of Directors must ensure that the BCCPAC Statement of Member Resolutions has added to it all Ordinary Resolutions that were passed at that AGM and that the Board provide the membership with updates on any resolutions currently listed as “active” whenever any significant progress is made towards completion of a resolution, including advising the membership of the need for volunteers within appropriate Standing Resolution Committees and the Board provide at least one update per year on all active resolutions and that any ad-hoc committees struck at the AGM provide updates on a similar schedule. The format and breadth of these updates is at the discretion of the Board.

#### **H. Appendices**

1. Resolution Submission Form