

**PIERREFONDS COMPREHENSIVE HIGH SHOOOL**  
**PARENT PARTICIPATION ORGANIZATION**

**PPO Internal Rules of Order**

1. Only parents, family members, or guardians of PCHS students may be members of the PPO.
2. Guest speakers may request to attend or be invited to attend prior to the start of the meeting. The PPO chairperson(s) should be contacted prior to meetings for such requests. The PPO chairperson(s) must be briefed on the content to be presented.
3. All motions will be voted on by PPO members who are present at the meeting when the motion or issue is addressed.
4. All votes are by majority (50%+1) with the chairperson(s) acting as tie-breaker if needed. In the case of co-chairs, each meeting will be run by one co-chair designated at the beginning of the meeting.
5. The PPO chairperson(s) is expected to maintain decorum during meeting discussions – chairperson(s) has the right to interrupt or stop any speaker should their comments become abusive, personal in nature, repetitive of previous discussion or not clearly relevant to the PCHS PPO.
6. PPO members shall use other members' email for PPO purposes only.
7. Meeting materials (agendas, minutes, consultations) shall be distributed via email to all PPO members at least 1 day prior to each meeting. Members are expected to read the material prior to each meeting.