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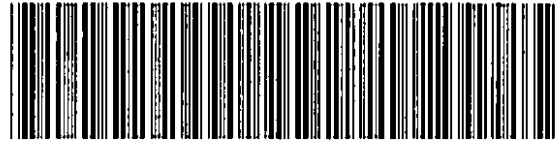
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COVER LETTER

Department of State
Division of Corporations
P. O. Box 6327
Tallahassee, FL 32314

SUBJECT: College Day School Parent Advisory Comm. Fee Inc.
(PROPOSED CORPORATE NAME - MUST INCLUDE SUFFIX)

Enclosed is an original and one (1) copy of the Articles of Incorporation and a check for :

☐ \$70.00
Filing Fee

☐ \$78.75
Filing Fee &
Certificate of
Status

☐ \$78.75
Filing Fee
& Certified Copy

☒ \$87.50
Filing Fee,
Certified Copy
& Certificate

ADDITIONAL COPY REQUIRED

FROM: Tiffany Clark
Name (Printed or typed)

171 Canal Boulevard
Address

Porte Vedra Beach, FL 32082
City, State & Zip

904-900-1439
Daytime Telephone number

clark@collegedayschool.org
E-mail address: (to be used for future annual report notification)

FILED
2020 JAN 10 AM 10:36
SECRETARY OF STATE
TALLAHASSEE, FL

NOTE: Please provide the original and one copy of the articles.

FILED

2020 JAN 10 AM 10:37

SECRETARY OF STATE
TALLAHASSEE, FL

**ARTICLES OF INCORPORATION
OF
COLLAGE DAY SCHOOL PARENT ADVISORY COMMITTEE INC.**
In compliance with Chapter 617, F.S., (Not for Profit)

The undersigned, by these Articles, associate themselves for the purpose of forming a not for profit corporation under Chapter 617 of the Florida Statutes, and certify as follows:

**ARTICLE I
NAME**

The name of the corporation shall be **COLLAGE DAY SCHOOL PARENT ADVISORY COMMITTEE INC.** For convenience, the corporation shall be referred to in this instrument as the Corporation.

**ARTICLE II
PRINCIPAL OFFICE**

The principal place of business for the Corporation is 171 Canal Boulevard Ponte Vedra Beach, Florida 32082. The mailing address for the Corporation is the same as the principal place of business.

**ARTICLE III
PURPOSE**

The purpose for which the Corporation is organized is to support the mission of Collage Day School, which is to improve the educational and social growth of its students through project-based learning. The Corporation is organized exclusively for charitable, educational, and/or scientific purposes.

**ARTICLE VI
DISSOLUTION OF ASSETS**

Upon the dissolution of the Corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

**ARTICLE V
MANNER OF ELECTION**

The directors of the Corporation are elected by a majority vote of the members of the Corporation.

**BYLAWS
OF
COLLAGE DAY SCHOOL PARENT ADVISORY COMMITTEE INC.**

ARTICLE 1. NAME, LOCATION AND OFFICES

1.1 Name. The name of this non-profit shall be known as Collage Day School Parent Advisory Committee, Inc., hereinafter referred to as the PAC.

1.2 Registered Office and Agent. The PAC shall maintain a registered office in the State of Florida, and shall have a registered agent whose address is identical with the address of such registered office, in accordance with the requirements of the Florida Not for Profit Corporation Act, Chapter 617 Florida Statutes.

ARTICLE 2. PURPOSES AND AUTHORITY

2.1 Non-profit Corporation. The PAC shall be organized and operated as a non-profit corporation under the provisions of the Florida Not for Profit Corporation Act.

2.2 Purposes. PAC is a voluntary association of individuals the purposes of which, as set forth in the Articles of Incorporation, are exclusively charitable, educational, and/or scientific within the meaning of Section 501(c)(3) of the Internal Revenue Code. PAC's mission is to improve the educational and social growth of the students of Collage Day School through project-based learning.

2.3 Governing Instruments. PAC shall be governed by its Articles of Incorporation and its Bylaws.

ARTICLE 3. BOARD OF DIRECTORS

3.1 Members. PAC Board of Directors (Board) shall consist of no fewer than three (3) directors.

3.2 Terms. Unless otherwise specified, all directors of the Board shall be elected every two (2) years at the annual meeting of the members and be eligible for re-election.

3.3 Qualifications and Rights of Directors. To be eligible to serve as a director of the Board, an individual must be willing to accept their assigned responsibilities, as defined in standing rules adopted by the Board.

3.4 Voting Rights. All elected directors of the Board shall be entitled to vote on matters of the membership, and each such member shall be entitled to one vote on each such matter.

3.5 Resignation. Any director may resign by submitting written notice of resignation to the remaining Board. Unless otherwise specified in such written notice, such resignation will take effect upon receipt by the Board.

ARTICLE 4. MEETINGS OF BOARD OF DIRECTORS

4.1 Place of Meetings. Meetings of the members may be held at such place within the State of Florida as determined by the Board and stated in the notice of the meeting.

4.2 Meetings. The Board shall meet at least once per year and the meeting shall be held at such time and place as the Board shall determine, for the purpose of transacting any and all business that may properly come before the members.

perform any other duties customary to the office.

6.2 Vice President. The Vice President shall, in the absence of the President, perform the duties and has the authority to exercise the powers of the President. He or she shall perform such duties and have such other authority and powers customary to the office.

6.3 Secretary. The Secretary shall keep the minutes of the meetings of PAC and shall perform any other duties customary to the office.

6.4 Treasurer. The Treasurer shall oversee all financial records and perform any other duties customary to the office.

6.5 Additional Duties. The officers shall perform such other duties and functions as may from time to time be assigned by the Board.

ARTICLE 7. CONTRACTS, CHECKS, DEPOSITS AND FUNDS

7.1 Contracts. The Board may authorize any officer or officers, agent or agents of PAC, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name and on behalf of PAC. Such authority must be in writing and be confined to specific instances.

7.2 Checks, Drafts, Notes, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of PAC may signed by the Treasurer.

7.3 Deposits. All funds of PAC shall be deposited to the credit of PAC in such banks, trust companies or other depositories used by PAC. The President has the authority to make these deposits in addition to the Treasurer and any other officer listed as an authorized representative with the banking institution.

ARTICLE 8. BOOKS, RECORDS AND REPORTS

8.1 Books and Records. PAC shall keep correct and complete books and records of account and shall also keep minutes and proceedings of its Board and Committee meetings. PAC shall keep at its registered or principal office a record giving the name and addresses of the members entitled to vote. After each annual or special meeting, the Secretary shall make available upon request, copies of the minutes thereof to all members. All books and records of PAC may be inspected upon request made in accordance with Florida law.

ARTICLE 9. NON-PROFIT OPERATION

9.1 Operation. PAC will not have or issue shares of stock. No dividends will be paid and no member of PAC has any vested right, interest or privilege in or to the assets, property, functions or activities of PAC.

9.2 Tax Exempt Status. The affairs of PAC at all times shall be conducted in such a manner as to assure its status as a publicly supported organization to qualify for exemption from income tax pursuant to section 501(c)(3) of the Internal Revenue Code.

ARTICLE 10. FISCAL YEAR

10.1 Fiscal Year. The fiscal year of PAC shall be the calendar year. The Board may change the fiscal year if deemed appropriate.

Ponte Vedra Beach, FL 32082

**ARTICLE IX
INCORPORATOR**

The Incorporator is:

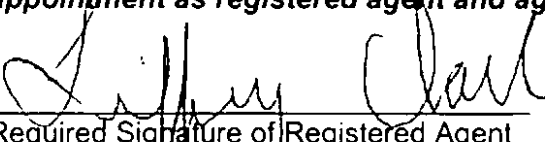
Tiffany Clark

171 Canal Boulevard

Ponte Vedra Beach, FL 32082

FILED
2020 JAN 10 AM 10:37
SECRETARY OF STATE
TALLAHASSEE, FL

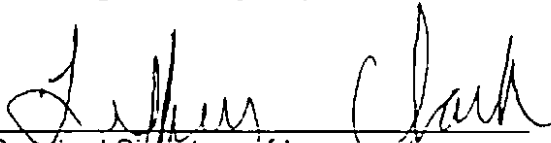
Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity



Required Signature of Registered Agent

12-31-19
Date

I submit this document and affirm that the facts stated herein are true. I am aware that any false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S.



Required Signature of Incorporator

12-31-19
Date