



CONSTITUTION

Article 1. NAME

The name of the Association shall be: "The El Alsson Parent School Association".

Article 2. MISSION, AIM and OBJECTIVES

Mission: The Association is dedicated to ensuring that our children receive an optimal educational experience at El Alsson School through a collaborative relationship between the school management, parents and teachers for the good of the children and for the good of the School.

Aim: The aim of the Association is to contribute to the development and improvement of all aspects of school life - academic, moral values, sports, culture, extra curricular activities, equipment and organisation, through the following objectives:

Objectives:

- a. To positively contribute to the good relationship of the parents and the School.
- b. To organize functions and social activities that will contribute to the objectives.
- c. Raising funds that will benefit the pupils collectively or publicised charity events.
- d. Communicating a positive image of the School, internally and to the wider community.

Article 3. MEMBERSHIP

- 3.1 All current parents and full-time teachers at the School will be members.
- 3.2 Members and Honorary members, invited by the Executive Board for their expertise, may from time-to-time be asked to advise the committee and attend meetings.
- 3.3 All members shall be entitled to vote on-line for parent representatives and in person on any issues requiring a vote at the Annual General Meeting.

Article 4. AGMs

- 4.1 There shall be an Annual General Meeting called in September of each year, at which the committee will present an annual report and financial statements. The financial statements will be audited by a qualified accountant; appointed at the previous AGM.
- 4.2 Notice of all AGM's and the agenda must be given at least 7 days prior to the date of the meeting and extra-ordinary meetings with 21 days notice.
- 4.3 The AGM quorum shall be double the number of the Executive Committee.
- 4.4 The chairperson shall preside at the AGM and if absent the committee shall elect a chairperson.
- 4.5 Voting shall be on the basis of one vote. The chairperson has a casting vote.

Article 5. MANAGEMENT OF THE ASSOCIATION

- 5.1 The management of the Association shall be vested in an executive committee.
 - 5.1.1 Eight elected parent representatives; two from each section of the school Early Years (FS1 to YR2); KS2 and Elementary (Yr3-6 and G1-5); KS3 and Middle School (Yr7-9 and G6-8); KS4/5 & High School (Yr10-13 & G9-12).

- 5.1.2 The School Owners and Principals and two elected teacher representatives, (one from each school) elected by teachers.
- 5.3 A chairperson, secretary and treasurer from the parents and teachers shall be elected by them.
- 5.4 The parent executive representatives must have children in the section of the school that they are standing for and will be elected by parents who have children in that section. The parent representatives will hold office for a period of one year.
- 5.5 No chairperson shall hold office for more than two consecutive years.
- 5.6 50% of the Executive Committee including one Owner or Principal of the School shall form a quorum. Voting shall be on the basis of one vote. The Chairperson has a casting vote.
- 5.7 Owners and Principals, or their representatives appointed in writing, shall have the power to veto any decisions of the Association.
- 5.8 Teacher or parent members of the executive committee who are absent from three consecutive meetings without apology shall be deemed to have retired from the committee. The Executive Committee shall then co-opt another parent or teacher to hold office for the period of time not completed by their predecessor.

Article 6. ELECTION OF THE EXECUTIVE COMMITTEE

- 6.1 The election process shall be overseen by the Executive Committee Secretary, one parent and a school administrator. In the first election whilst the PSA is under formation, it shall be two co-opted parents and a school administrator.
- 6.2 The election of the executive committee shall usually take place on-line in September of each year. Parents may only vote for representatives of the section(s) where they have a child (ren).
- 6.3 To ensure balanced voting, parents may only vote once for their representatives irrespective of the number of children they may have in a particular section.
- 6.4 Nominees must be proposed by a parent or guardian of a current pupil in the relevant section/s of the School. The Secretary will then send nominees a form to be completed and returned.
- 6.5 In the event of a tie for any of the executive positions, the two names shall be placed in a hat and one of them selected by the parent election officer.

Article 7. POWERS OF THE ASSOCIATION

The executive committee shall exercise its powers as it may consider necessary or desirable, in the furtherance of the goals of the Association and in particular shall be entitled to:

- 7.1 Empower the chairperson and treasurer to open and operate a bank account in the name of the Association and be responsible for its management. Both officers must sign requisitions and cheques/transfers.
- 7.2 Ask for Experts/ advisors to help the association.
- 7.3 Appoint sub-committees and delegate such powers as may be deemed fit.
- 7.4 Enact regulations for the conduct of its members, general meetings of the Association and for the promotion of the objectives of the Association.

Article 8. STATUS

- 8.1 The Association shall manage its own finances.
- 8.2 The Association shall only incur liabilities if agreed by a two-thirds majority of the full Executive Committee.

Article 9. CHANGES TO THE CONSTITUTION

- 9.1 Notice for any change of the constitution must be submitted in writing to the Secretary of the Association at least 14 (fourteen) days before the next Executive meeting.
- 9.2 A two- thirds majority of all committee members is required for any alteration to the constitution.
- 9.3 Any alteration to the constitution also needs to be approved by the Owners and Principals of the school or their representatives.

Article 10. INTERPRETATION OF CONSTITUTION

Should any clause in this constitution be in dispute, the Owners and Principals of the school shall give the interpretation of such clause.

Article 11. DISSOLUTION OF ASSOCIATION

- 11.1 The Association may be dissolved if at least two- thirds of the voting members are in favour thereof by an on-line vote.
- 11.2 On dissolution of the Association, all the assets of the Association shall be transferred and paid over to El Alsson School to be used by the School for the welfare of the pupils of the schools. Thereafter, the Owners and Principals shall appoint two trustees from amongst the parents to administer and distribute such assets.