

# CONSTITUTION FOR WESLEY COLLEGE PARENT TEACHER ASSOCIATION

## 1. Name

The name of the Association shall be the 'Wesley College Parent/Teacher Association.

## 2. Aims and Objectives

The aims and Objectives of the Association shall be:

2.1 The Advancement of the education and welfare of the pupils, in accordance with the Constitution of the College.

2.2 Promotion of communications between the Management of the College, the Parents and the Staff.

2.3 The promotion of social and educational activities.

2.4 The promotion of any other activities, which may encourage the pupils or help the College.

## 3. Membership

Parents - Parent Membership of the Association shall be open to all parents or guardians of pupils attending the College in the current school year.

## 4. Annual Subscription

The Annual Subscription per family, to be determined at the AGM will be included annually on the school fee account.

## 5. Annual General Meeting

The Annual General Meeting of the Association shall be held before the end of November in the current school year. Fourteen days' notice of the Meeting shall be given to each member. The following shall take place:

- (1) Report by Hon. Secretary
- (2) Statement of Accounts by Hon. Treasurer.
- (3) Election of Committee
- (4) Election of Compass Representatives
- (5) Any other Business

## 6. Ordinary General Meetings for the Committee

The Committee shall meet within one calendar month following the AGM and a minimum of once a term thereafter.

An EGM (Extraordinary General Meeting) may be held during the year in the event of any important decisions or other urgent business, which the Committee, by a majority decision, feel, should be brought to the notice of the general membership of the Parent/Teacher Association.

## 7. Composition of the Committee

7.1 Ex-officio members - The Principal of the College or his/her nominated representative, shall be the ex-officio member of the committee of the Association.

7.2 Parent members- there shall be eleven parent members of the Committee of the Association, at least two of whom where possible shall be parents of boarders.

7.3 Members of Teaching Staff - there shall be two members of the Teaching Staff on the Committee of the Association.

7.4 The quorum shall be not less than eight members.

7.5 The Committee may co-opt, in the event of a vacancy, a member to fill the vacancy.

7.6 The Parents of Wesley College will elect two of their members annually to act as their COMPASS (Co-operation of minority religions and Protestant Parents Associations) representatives. Eligibility to go forward for election will be dependant on having a child attending the College at that time.

## **8. Officers of the Committee**

The Officers of the Committee of the Association shall be the Chairperson, the Honorary Secretary and the Honorary Treasurer.

## **9. Chairperson and Officers of the Committee**

The Committee shall from its own members appoint the Chairperson, the Honorary Secretary and the Honorary Treasurer.

## **10. Election of Members of the Committee**

10.1 Parent Members - the eleven parent members of the Committee shall be elected by the parents present at the Annual General meeting of the Association or at any adjournment thereof.

Nominations for new parent members shall be invited either in advance of or at the AGM and shall be proposed, seconded and recorded. Should more nominations be received than required, the new members shall be immediately chosen by secret ballot. Should any ballot produce a tie, then the election shall be decided by the casting vote of the Chairperson of the Committee.

10.2 Teaching Staff- The two Teaching Staff members of the Committee of the Association shall be elected by the staff.

10.3 Period of Office - Both parent and Teaching Staff members of the Committee of the Association are elected for a 3 year term. Parents when elected must still have a pupil attending the school.

10.4 In a case where more than 5 Parent members of an existing committee do not choose or are unable to put themselves forward for re-election members who have already served 3 years become eligible to be re-elected for a further year.

10.5 In a case where fewer nominations are received than are required to replace retiring members of the Committee, an existing member of the Committee who has already served for 3 years, may, at the discretion of the Committee, have their membership of the Committee extended for a further period of one year.

## **Amendment of the Constitution**

A proposal to amend the Constitution of the Association shall be signed by six members of the Association and shall be received by the Honorary Secretary fourteen days before the Annual General Meeting, so that this proposal shall be issued with the notice convening that Meeting.

## **Dissolution**

The Association shall not be dissolved except at a Special General Meeting convened for that purpose, and by a resolution carried by a four-fifths majority of the votes recorded. Any surplus funds, which may be in hand at the time of dissolution, shall be handed over to the Board of Management.

### **Staff and AGM**

All members of the Teaching Staff are eligible to attend the AGM in a non-voting capacity.

*Note where the term "Parent" as used includes either Parent or Guardian.*