



## THE ASCHAM PARENTS' ASSOCIATION CONSTITUTION

### 1. NAME

The name of the Association shall be the "Ascham Parents' Association".

### 2. OBJECTS

The objects of the Association shall be to promote the interests of Ascham School, to undertake incidentally any activity conducive to the promotion of the interests of the School, and to promote friendly relations and good fellowship among all connected with the School.

### 3. POWERS

- a. The powers of the Association shall be those necessary and incidental to the carrying out of its objects and shall be subject to the approval of the Council and the School
- b. The Association shall have no power to concern itself with the internal administration, control or management of the School.

### 4. NOT-FOR-PROFIT

The assets and income of the Association shall be applied solely to further its objects and no portion shall be distributed directly or indirectly to the members of the Association except as genuine compensation for services rendered or expenses incurred on behalf of the Association.

### 5. MEMBERSHIP

All persons who are legal parents or guardians of pupils attending the School shall be members of the Association unless they signify otherwise.

### 6. MANAGEMENT

The management of the Association shall be vested in a Committee.

### 7. OFFICE BEARERS

Office Bearers shall be elected annually at the first and subsequent Annual General Meetings and shall consist of President, Vice President, Hon. Secretary and Hon. Treasurer. The President shall not hold office for more

than three consecutive years, and the other Office Bearers for more than three consecutive years in the same office.

## 8. COMMITTEE

- a. The Committee shall consist of the Office Bearers and Ordinary members of a number that is deemed necessary but no less than 30.
- b. When more than sufficient candidates are available and eligible at least three ordinary members of the Committee shall be elected from among parents of children in each of the recognized main divisions of the School.
- c. The Committee shall have the power to co-opt to its membership additional members not exceeding three in number and may in addition fill any vacancies on the Committee, including Office Bearers, until the next Annual General Meetings after a vacancy occurs.

## 9. MEMBERS OF THE COMMITTEE EX OFFICIO

- a. Subject to Rule 3(a) the School Council is entitled to appoint its Members to attend meetings of the Committee.
- b. The Head of School shall be, ex officio, a member of the Committee.
- c. A delegate appointed by the Ascham Old Girls' Union shall be entitled to attend meetings of the Committee, but shall have no vote.

## 10. ANNUAL GENERAL AND SPECIAL MEETINGS

- a. The first Annual General Meeting for the adoption of these rules and the election of Committee members shall be held on 10 June, 1953 at 8pm.
- b. Subsequent Annual General Meeting shall be held within three months after the close of the Association's financial year which, unless and until the Committee otherwise directs, shall be 31 December in each year.
- c. Special meetings of members of the Association may be convened only by authority of the Committee or in pursuance of a requisition to the Hon. Secretary signed by seven (7) members. It shall not be competent for such meetings to transact any business other than that for which the meeting is specially summoned.

## 11. QUORUM

At an Annual General Meeting or Special Meeting a quorum shall be twenty (20) members and at a Committee Meeting seven (7) members.

## 12. NOTICE OF MEETING

A General or a Special Meeting of members of the Association may be convened by the Hon. Secretary upon giving at least seven (7) days notice of the intention of the Association to hold any such meeting.

## 13. FUNDS

The funds of the Association shall be banked in the name of the Association and may be drawn upon by any two of the President, Vice President, Hon. Treasurer or an employee of the School nominated by the President and Vice President, and any two of such persons may endorse all cheques, drafts and other negotiable instruments on behalf of the Association.

## 14. PROPERTY

The Association in pursuance of its objects shall be entitled, in the name of trustees appointed by the Committee for this purpose, to acquire, hold, dispose or mortgage or charge any real or personal property.

## 15. INDEMNITY

The Committee and/or the Trustees shall be indemnified from the funds of the Association against the costs and/or damages of any legal or other proceedings that may be instituted against them or any of them in consequence of the performance of their duties.

## 16. ACCOUNTS

Accounts shall be presented and passed for payment at any Committee meeting.

## 17. AUDITOR

An Auditor shall be elected at the first General Meeting and at subsequent Annual General Meetings. The Auditor shall examine all accounts, vouchers, receipts, books, etc and furnish a report thereon to the Annual General Meeting.

## 18. DISSOLUTION

The Association shall be dissolved upon the vote of a three fourths majority of the members present at a Special Meeting convened to consider such question or in the events of the Council of Ascham School resolving, at a meeting convened for the purpose of considering the question, that the continued existence of the Association would be contrary and detrimental to the best interest of the School. Upon dissolution assets and funds on hand shall after payment of all accounts

and expenses be handed over to Ascham School Limited (a company limited by guarantee and not carried on for the profit of an individual). In the event that Ascham School Limited is no longer registered as a charity and therefore not an eligible recipient of the funds, the funds shall be transferred to another organization with similar purposes, which is charitable at law and which has rules prohibiting the distribution of its assets and income to its members.

#### 19. PROCEDURE

The Committee may regulate and make rules for the regulation of its meetings and for the Annual General and Special Meetings and the business to be transacted thereat, provided that the Committee shall meet at least once each quarter.

#### 20. AMENDMENTS

These rules, other than Rule 18 and this Rule, may be amended at any Annual General Meeting, or at any Special Meeting convened for the purpose of considering amendments.

June 2016