

Avenue Primary Parents Initiative - Constitution

NAME Avenue Primary Parents Initiative (APPI)

Our Aims

- a) To promote close co-operation and communication between parents and teachers
- b) To study and discuss matters of mutual interest relating to the education and welfare of pupils
- c) To engage in activities which support and advance the education of pupils attending the school

That APPI shall have the power to do anything considered by them to be in furtherance of the aims but remembering that they are there to represent the views of the members.

NUMBER OF COMMITTEE MEMBERS

The membership consists of parents/carers/ teachers of children attending The Avenue Primary School (Nunthorpe) and school staff as selected by the members.

GENERAL MEETINGS

The Annual General Meeting (AGM) shall be held each year. The notice calling the meeting shall be sent to the members at least two weeks in advance.

The business shall include:-

- a) The work of the assoc.
- b) Approval of the accounts
- c) Appointment of an individual who will review the annual accounts
- d) Any resolutions submitted by the members
- e) Election of members to serve on the assoc.

At all general meetings voting shall be on the basis of one vote per parent/full Committee member present at the meeting.

At all general meetings the quorum shall consist of a min of 4 committee members.

The Committee or a min.of 4 of the members shall have power to call an Extraordinary General Meeting.

APPI MEMBERSHIP

Members of the Committee shall be appointed at the AGM. They shall be elected for a one year term and be eligible for re-election.

The Office Bearers will be Chairperson, Secretary, Treasurer and such others as may be required. The office bearers will be elected by the Committee at the first meeting after the AGM.

Each member of the assoc. shall have one vote and resolutions shall be passed by a simple majority vote of those present. The Chairperson shall have both a deliberative and casting vote. The Chairperson's casting vote shall be used only in the event of a tie.

The Secretary shall be responsible for keeping accurate minutes of all meetings and shall make these available upon request to any member.

A member of the assoc. failing to attend three consecutive meetings without reason/apologies may be deemed to have retired from the assoc.

MEETINGS

Meetings of the assoc. shall be held as required. At all meetings a third of members, at least two of whom are office bearers, shall form a quorum.

All meetings shall be open and any member may attend although they will not have voting rights.

FINANCE

The funds of the assoc. shall be lodged in a bank, building society or other account in the name of the assoc. (APPI). Cheques shall be drawn or withdrawals made against the signatures of at least two named Committee members.

The Treasurer shall be responsible for keeping accurate records of the financial transactions of the assoc. The books shall be brought to balance six weeks before the AGM and the accounts shall be reviewed by an individual appointed at the previous AGM by the members.

The assoc. shall be responsible for ensuring that all property/money received by/for the members/assoc. Committee shall be applied for the aims of the assoc.

CHANGES TO THE CONSTITUTION

Changes or additions must be made at an AGM or an EGM called for the purpose. The proposed change shall be specified in the notice calling the meeting and be approved by not less than two thirds of those present.

DISSOLUTION

In the event that the assoc. ceases to exist any remaining funds should be distributed for the benefit of the children at the school and/or Local Authority as necessary.

June 2017