

**SOUTH AUSTRALIAN ASSOCIATION OF
SCHOOL PARENT COMMUNITIES INC
CONSTITUTION**

1 NAME

The name of the Incorporated Association is 'South Australian Association of School Parent Communities Incorporated' referred to herein as 'The Association' and which Association may be generally referred to as 'SAASPC'

2 DEFINITIONS

In these rules, unless the contrary intention appears:

- 2.1 'Committee' means the Executive Committee of management- of the Association
- 2.2 'Meeting' means a general meeting of members of the Association convened in accordance with these rules
- 2.3 'Member' means a member of the Association
- 2.4 the 'Act' means the Associations Incorporation Act, 1985
- 2.5 the 'Regulations' means the Associations Regulations, 1985
- 2.6 'Affiliated Club' means any Government School or Pre-School parent body that has paid an annual subscription fee to the Association
- 2.7 'individual member' means any person who has paid an annual subscription fee to the Association

3 OBJECTS AND PURPOSES

To develop the interest of parents in education generally and in the schooling of their children by:

- 3.1 Promoting initiatives and opportunities for parents to participate in education
- 3.2 Encouraging parents to become involved in their children's schooling
- 3.3 Providing information and support on educational matters
- 3.4 Consulting parents on issues relative to the education of their children and to their well being at school

4 POWERS

The Association shall have all the powers conferred by Section 25 of the Act save and except such modifications and exclusions as are specified in these rules

5 MEMBERSHIP

- 5.1 Any Government School or Pre-School parent body may be a member of the Association
- 5.2 Any person who has an interest in public education
- 5.3 The subscription fees for membership shall be determined by the Committee
- 5.4 The subscription fees shall be payable annually at such time as the Committee shall determine -
- 5.5 An application for individual membership must be approved by the Committee

6 EXECUTIVE COMMITTEE

- 6.1 The affairs of the Association shall be managed and controlled exclusively by an Executive Committee which in addition to any powers and authorities conferred by these rules may exercise all such powers and do all such things as are within the objects of the Association, and are not by the Act or by these rules required to be done by the Association in general meeting
- 6.2 The Committee shall have the power to appoint such officers and employees as are required to carry out the objects of the Association, including a public officer required by the Act, and may discuss or delegate any of its powers to such officers and employees
- 6.3 The Committee shall be responsible for determining and implementing policy and may prescribe such operating procedures from time to time as it sees fit
- 6.4 The Committee shall consist of a maximum of fourteen members who shall be:
 - a) Elected officers: President, four Vice Presidents one of whom must live in the country and one in the metropolitan area, Secretary, Assistant Secretary and Treasurer

- b) Project Conveners appointed by the Committee to fill positions for such period as the Committee shall determine. Such appointments may be revoked at any subsequent meeting of the Committee

- 6.5 All members of the Executive Committee shall be a member of an affiliated preschool or school or an individual member of SAASPC
- 6.6 Elected officers shall be elected at the Annual General meeting and shall hold office until the conclusion of the next Annual General Meeting after their election
- 6.7 Elected Officers shall be ineligible to hold the same office for more than three (3) consecutive years; in the event of no nomination being received by the returning officer, an elected officer may renominate for that position
- 6.8 Nominations for Elected Officers shall be submitted in writing to the Returning Officer of the Association at least two calendar months prior to the Annual General Meeting
- 6.9 If no valid nomination has been received for any of the positions of Elected Officers, nominations may be taken from the floor of the Annual General Meeting
- 6.10 If, at the conclusion of the Annual General Meeting, a vacancy exists for any office, this position may be filled by the Committee at a properly constituted Committee Meeting
- 6.11 The Committee shall have the right to co-opt to fill any vacancy which may occur providing the appointment is consistent with rule 6.5
- 6.12 Attendance or apology at Committee meetings is required; failure to meet this requirement for three consecutive meeting will lead to removal of the Committee member
- 6.13 A nominee for President must have served on the Executive Committee for the preceding twelve months
- 6.14 The Committee shall meet no less than four times per year
- 6.15 A quorum at any Committee meeting shall consist of one third of the actual Executive Committee members plus one
- 6.16 Each member of the Committee shall be entitled to one vote

7 ANNUAL CONFERENCE

- 7.1 An Annual Conference shall be held
- 7.2 Each affiliated School or Pre-School parent body represented at an Annual Conference shall be entitled to two votes. These votes shall be held by two (2) separate delegates from an affiliated parent body (ie 1 vote per delegate)
- 7.3 Each member of the Executive Committee may have one vote
- 7.4 Each Individual member may have one vote
- 7.5 The President may have a deliberative as well as a casting vote
- 7.6 Voting shall be by show of voting cards

8 ANNUAL GENERAL MEETING

- 8.1 An Annual General Meeting shall be held at the Annual Conference
- 8.2 An audited statement of finance shall be presented at the Annual General Meeting
- 8.3 Each affiliated School or Pre-School parent body represented at an Annual General Meeting shall be entitled to two votes. These votes shall be held by two (2) separate delegates from an affiliated parent body (ie 1 vote per delegate)
- 8.4 Each Executive Officer may have one vote
- 8.5 Each Individual member may have one vote
- 8.6 The President may have a deliberative as well as a casting vote
- 8.7 Voting shall be by show of voting cards except at elections when it shall be by secret ballot

9 ALTERATION TO CONSTITUTION

- 9.1 Any alteration to the constitution shall be made at the Annual General Meeting or specially convened general meeting and shall be carried by a majority of two thirds of the members present and entitled to vote
- 9.2 Any alteration shall require at least one month's notice in writing to all affiliated clubs and members and such notice shall stipulate the intended alteration.
- 9.3 Voting shall be by show of voting cards.

10 FINANCIAL YEAR

The financial year of the Association shall be a period of twelve months ending on 30 June in each year.

11 THE SEAL

11.1 The Association shall have a common seal upon which its corporate name shall appear in legible characters

11.2 The seal shall not be used without the express authorisation of the Committee, and every use of the seal shall be recorded in the minutes book of the Association. The affixing of the seal shall be witnessed by any two sealholders appointed by the Committee

11.3 The seal shall be kept in the custody of the secretary or such other persons as the Committee may from time to time decide

12 ACCOUNTS

The Association shall keep such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Association which accounts shall be audited each year

13 WINDING UP

The Association may be wound up in the manner provided for in the Act

14 LIABILITY OF MEMBERS

No member shall be personally liable to contribute to the discharge of any debts or liabilities of the Association upon its winding up or dissolution

15 NON-PROFIT CLAUSE.

The Assets and income of the Association shall be applied solely in furtherance of its objects and no portion shall be distributed directly or indirectly to its members except as bona fide compensation for services rendered or expenses incurred on behalf of the Association

Amended 13 September 2016