

# Taney School Parent/Teacher Association

## Constitution

1. The name of the Association shall be “Taney Parish Primary School Parent Teacher Association”, known informally as “the PTA”.
  2. The aims of the Association shall be:
    - a. To promote the interests of the School
    - b. To provide opportunities for parents and teachers to meet
    - c. To raise funds to enhance the School’s educational and non-curricular experience
    - d. To share information with parents about the activities of the School, Taney Parish and the PTA
    - e. To organise events for the pupils and parents of the School
    - f. To contribute to Taney Parish events.
  3. Membership of the Association shall be open to parents of children enrolled in the School and to members of the teaching staff.
  4. Membership of the Committee of the Association shall be open to members of the Association. The Committee shall consist of a Chairperson, a Secretary, a Treasurer, and seven other members who will be elected annually at the AGM, and two elected teachers, together with the Principal of the School who represents the School and shall be an *ex-officio* member. The quorum for Committee Meetings shall be seven.
  5. The Committee shall uphold and foster the ethos and policies of the School.
  6. Committee and Officers.
    - a. The normal term of Committee membership is three years, with the exception of the School Principal, who is always a member.
    - b. The Association shall have three officers: a Chairperson, a Secretary and a Treasurer.
    - c. Responsibilities shall transfer from retiring to newly elected Officers on the 30<sup>th</sup> June each year.
    - d. To enable a smooth transition, outgoing officers shall be invited to attend the first Committee meeting after the AGM, in a non-voting capacity.
    - e. The normal Officer term shall not be more than three years.
    - f. In exceptional circumstances, by unanimous agreement of the Committee, an Officer may be requested to complete an additional year in office.
    - g. Vacancies in any position may be filled by co-option (meaning the Committee decide, propose and agree without going back to the members) for the unexpired period up to the next AGM.
    - h. Sub-Committees may be formed from time to time to undertake activities on behalf of the Association. At least one member of the main Committee shall be a member of the Sub-Committee.
    - i. A Sub-Committee may be formed and used to organise and co-ordinate a range of sporting activities, hereafter called “The Sports Committee”. This Sub-Committee shall be permitted to collect subscriptions and raise funds for the purpose of carrying out its activities. At least one member of the main Committee shall be a member of this Sub-Committee. An annual report, including financial report, shall be presented at the AGM.
  2. The AGM, of which two week’s notice shall be given, in writing, shall be held in May or June each year.
  3. The annual subscription shall be determined at the first meeting of the new Committee.
  4. Any change in the Constitution of the Association shall require a two-thirds majority of Members at the AGM. Proposals for such change must be supported by the signatures of six members, and must reach the Secretary at least four weeks before the AGM. Each member shall be sent notice of such proposed change at least two weeks before the AGM.
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