



# Waerenga School

1066 Taniwha Rd ≈ RD1 ≈ TE KAUWHA1

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## CONSTITUTION OF WAERENGA PTA

### OBJECTIVES:

A. To provide a link between the young person, the home and parent/guardians and the school.

B. To educate the parents by bringing to thier notice changes in curriculum, government policies etc...

C. To bring parents and teachers together in social activities, demonstrations or guest speakers.

D. To help in raising funds to provide improved facilities and opportunities for members of the school community.

### MEMBERSHIP:

Any parent, caregiver, teacher or intrested adult may become a member of this association.

### EXECUTIVE COMMITTEE:

The Executive committee shall consist of members of the community putting themselves forward for election.

### OFFICERS:

The officers of the association shall be a President, Vice President, Secretary and Treasurer. The Executive commitee and the officers shall be elected at each annual general meeting of the association.

#### ANNUAL GENERAL MEETING:

The annual general meeting will be held during the month of March and the agenda shall include the following:

1. Minutes of the previous AGM.
2. Annual report of the President.
3. Annual financial statements of the year.
4. Election of officers and Executive committee.
5. Appointment of Auditor for the ensuring year.
6. General Business.

#### MEETING:

These will be held once a month.

#### FINANCE:

The funds of the association shall consist of donations and any sums raised in the name of the association. All monies shall be deposited in the name of the association in an appropriate bank. The Bank account shall be operated by any three of the following: President, Vice President, Secretary and Treasurer.

The committee may at its discretion, expend its funds for the benefit of the school, or it may make donations of funds to the Board Of Trustees with or without recommendations for its expenditures.

An Accountant, or someone familiar with financial matters, who report shall appear as part of the Annual Financial Statements, shall carry out a "Review of Engagement" and offer a certificate of "Negative Assurance" if appropriate.

The financial year of the association shall end of the last day of March in each calendar year.

#### ALTERATIONS TO THE CONSTITUTION:

Alterations may be made at an annual general meeting or a Special General Meeting called for the purpose provided 5 clear days notice of intention to hold such a meeting is advertised within the school and copies of the proposed changes are available for those interested.

No additions to or alterations of the objectives, any personal benefits clause or winding up clause shall be approved without the Inland Revenues Departments approval.

#### WINDING UP:

The association may be wound up by resolution to this effect passed by a two thirds majority of members present at the Special General Meeting called for this purpose.

Any surplus assets after any liabilities have been paid will be given to the Schools Board Of Trustees. No surplus assets may be applied for or to the personal benefit of any member.

### CONSTITUTION

The Constitution shall be dated and shall be deemed to come into force on the 31 March and shall be binding on all members until dissolved by two thirds of the eligible members present at the meeting at which the Constitutional changes are passed.

We the undersigned agree to the formation of the Waerenga Primary School P.T.A. Association and hereby adopt these rules this date 31 March 2008

President Sally-Anne Murdoch

*Sally-Anne Murdoch* 29/7/08

Vice President Janice Wright

*J. Wright* 29/07/08

Secretary Lisa Hansen

*Lisa Hansen* 16/08/08

Treasurer Tracey Shand

*T. Shand* 29/7/08