

Fleetville Junior School PTA

Constitution

1. The name of the Association shall be the FLEETVILLE JUNIOR SCHOOL PARENT TEACHER ASSOCIATION
2. The object of the association is to advance the education of the pupils in the school. In furtherance of this object the Association may:-
 - a. Develop more extended relationships between staff, parents and other associates of the school.
 - b. Engage in activities which support the school and advance the education of the pupils attending it
 - c. Provide and assist in the provision of such facilities or items for education at the school (not provided from statutory funds) as the Committee in consultation with the Governing Body shall from time to time determine.
3. The Association shall be non-party political and non-sectarian.
4. The Association shall take out Public Liability and Personal Accident Insurance to cover its meetings, activities, Officers and Committee.
5. The Association may appoint a president
6. Members shall consist of all parents and/or guardians of pupils attending the school and all Teachers
7. The management of the Association shall be vested in a Committee consisting of the following officers: Chairman, Vice Chairman, Honorary Secretary, Honorary Treasurer together with up to ten other members.
8. The Officers and Committee shall be elected at the Annual General Meeting and shall serve until the commencement of the next Annual General Meeting
9. Four members of the Committee shall constitute a quorum
10. The members of the Committee shall have the power to co-opt a maximum number of two
11. The Committee may appoint sub-committees as it deems necessary and shall prescribe their function provided that all acts and proceedings of any such sub-committee shall be reported to the Committee as soon as possible and provided further that no such sub-committee shall expend funds of the Association otherwise than in accordance with a budget agreed by the Committee.
12. Committee meeting shall be held at least once a term
13. The Annual General Meeting will be held in the Autumn Term each year. At the Annual General Meeting the chair shall be taken by the President or the Chairman or in his or her absence the Vice Chairman.

14. Nominations shall be proposed and seconded by members and should have the consent of the nominee. Nominations may be made at any time prior to the commencement of the Annual General Meeting.
15. The Committee may fill casual vacancies by co-option until the next Annual General Meeting
16. Auditors who are not members of the Committee shall be appointed by the Committee and ratified annually at the AGM to audit the accounts and books of the Association.
17. Special General Meetings may be called at the written request of a minimum of ten members.
18. Thirty days notice shall be given of any Special General Meeting to all members of the Association
19. The Honorary Treasurer shall be responsible for keeping account of all income and expenditure and shall present a Financial Report duly audited for approval by members at the Annual General Meeting.
20. Bank Accounts shall be operated in the name of the Association and withdrawals shall be made on the signature of any two Officers of the Association
21. The finance year shall commence on 1st September in each year
22. Any matter not provided for in the constitution and concerning the organization and activities of the Association shall be dealt with by the Committee whose decision shall be final.
23. No alteration to this constitution may be made except at the Annual General Meeting or a Special General Meeting called for this purpose. No amendments or alterations shall be made without prior written permission of The Charity Commission to Clauses 2 and 24 and no alteration shall be made which could cause the Association to cease to be a charity in law. Alterations to the constitution shall require the assent of two thirds of the members present and voting at an AGM or Special General Meeting.
24. The Association may be dissolved by a resolution presented at a Special General meeting called for this purpose. The Resolution must have the assent of two thirds of those present and voting. Such resolution may give instruction for the disposal of any assets remaining after satisfying any outstanding debts and liabilities. These assets shall not be distributed among members of the Association but will be given to the school for the benefit of the children or in the event of a school closure to the school to which the majority of the children of the closing school will go in any manner which is exclusively charitable in law. If effect cannot be given to this provision then the assets can be given to some other charitable purpose.

Amended at the Annual General Meeting 1996