

1. Name

- 1.1. The name of the Association is the St Mary's Anglican Girls' School Parents' Society.

2. Definitions

- 2.1. This document constitutes the Rules of the Society.
- 2.2. For the purposes of these Rules, the following definitions apply:
- 2.2.1. The Society means the St Mary's Anglican Girls' School Parents' Society Association.
- 2.2.2. The School means St Mary's Anglican Girls' School, and includes the junior and senior schools.
- 2.2.3. The Principal means the Principal of the School, or such other Executive member of the School staff as the Principal may nominate.
- 2.2.4. AGM means the Annual General Meeting.
- 2.2.5. A Member means a person referred to in clause 5.1 or 5.2 or both.
- 2.2.6. The Executive of the Society means the Principal and such of those persons appointed as Office bearers pursuant to clause 6 as remain active members of the Society.
- 2.2.7. An inactive member is a member who misses more than 3 meetings in any one calendar year without having given an apology.
- 2.2.8. Majority vote means a number greater than half of the members present at the meeting, provided that where there is an even number of votes, the President shall have the casting vote.

3. Understanding

- 3.1. Although not prescriptive, members acknowledge and understand that:
 - 3.1.1. A Member has the right to speak freely and openly at meetings;
 - 3.1.2. A Member has a responsibility to respect the contribution and opinion of other members;
 - 3.1.3. The President and Vice President of the Society are to be appointed for a term of 2 years;
 - 3.1.4. The President is to have served as Vice President for a period of 2 years, prior to being appointed as President;
 - 3.1.5. The President is entitled to represent the Society on the Board of Governors;
 - 3.1.6. The Vice President is entitled to represent the Society on the Foundation of the School.

4. Vision

- 4.1. The Vision of the Society is to:
 - 4.1.1. Provide support and promote the welfare of Students within the school, including their parent(s) or guardian(s);
 - 4.1.2. Provide support and promote the welfare of the School in partnership with the Principal;
 - 4.1.3. Help improve facilities of and within the School in agreement with the Principal;
 - 4.1.4. Cooperate with other Associations within or part of the School;
 - 4.1.5. Provide a partnership between the School and the broader community through fundraising, social events and informative events.

5. Membership

- 5.1. The following persons shall be entitled to membership of the Society by virtue of the position held by him or her:
 - 5.1.1. The Chairperson of the Board of Governors of the School;
 - 5.1.2. The Principal of the School;
 - 5.1.3. The Head of the Junior School;
 - 5.1.4. Any honorary life member of the Society.
- 5.2. The following persons shall be entitled to membership of the Society, having been appointed by a majority vote at an AGM or any subsequent general meeting:
 - 5.2.1. Any parent or guardian of a girl attending the School; and
 - 5.2.2. Any parent or guardian of a girl who has attended the School.
- 5.3. A member appointed pursuant to clause 5.2.1 is required to pay a subscription fee.
- 5.4. A member appointed pursuant to clause 5.2.2 is not required to pay a subscription fee.
- 5.5. Any change to the amount and method of payment of the subscription fee shall be determined by a majority vote at each AGM.
- 5.6. The membership period for those members appointed:
 - 5.6.1. Pursuant to clause 5.1:
 - 5.6.1.1. begins at the beginning of each School year; and
 - 5.6.1.2. ends immediately prior to the commencement of the following School year.
 - 5.6.2. Pursuant to clause 5.2:

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- 5.6.2.1. begins at the end of the AGM or general meeting at which the member is appointed; and
 - 5.6.2.2. ends at the time of appointment of new members at the AGM in the following year.
- 5.7. A member appointed pursuant to clause 5.2 and an honorary life member of the Society may be terminated prior to an AGM by:
 - 5.7.1. The President or Vice President giving the member no less than 14 days notice of the intention to terminate the membership; and
 - 5.7.2. Thereafter by majority vote at a meeting which takes place after the notice period in clause 5.7.1 has been given.
- 5.8. For the avoidance of doubt, the member to whom notice has been given pursuant to clause 5.7.1 is entitled to vote at the meeting referred to in clause 5.7.2.
- 5.9. A member may voluntarily terminate his or her membership by giving notice to a member of the Executive.
- 5.10. Where a member is terminated pursuant to clause 5.7 or 5.9, that member shall forfeit any membership fee paid.
- 5.11. A member or former member may be appointed as an honorary life member to the Society, by majority vote at the last meeting in each year, if he or she:
 - 5.11.1. Is a citizen of good character;
 - 5.11.2. Has been a member of the Society for no less than 4 years;
 - 5.11.3. Is supportive of the Vision of the Society;

5.11.4. Has demonstrated active participation and commitment to the Society and the activities or events in which the Society is involved; and

5.11.5. Has agreed to be appointed as such.

6. Appointment of Office bearers

6.1. Any member may be appointed as an Office bearer for one or more of the following positions, by a majority vote at each AGM:

6.1.1. President;

6.1.2. Vice President;

6.1.3. Treasurer; and

6.1.4. Secretary

6.2. Where the position of one or more of the Office bearers becomes vacant prior to the AGM, and/or the Office bearer becomes an inactive member, the Executive, in its discretion may:

6.2.1. Leave the position vacant for the remainder of the term; or

6.2.2. Hold an Extraordinary Meeting for the purpose of appointing an alternative Office bearer.

7. Meetings

7.1. The Society will hold the following meetings:

7.1.1. An AGM provided notice of such meeting is given no later than 14 days prior to the meeting;

7.1.2. General Meetings to occur throughout the school year on such days and times as may be determined by the Society;

7.1.3. Such Extraordinary Meetings, as may be deemed necessary by the Executive, and provided notice of such meeting(s) is given no later than 7 days prior to the meeting.

7.2. A quorum at a meeting shall be constituted by:

7.3. For the purposes of the AGM, no less than 10 persons entitled to be members;

7.4. For the purposes of a General Meeting, no less than 5 active members, including at least one member of the Executive; and

7.5. For an Extraordinary Meeting, no less than 3 members of the Executive.

8. Function of Office bearers

8.1. The function of the President includes:

8.1.1. Chairing meetings; and

8.1.2. Ensuring that the Vision of the Society is upheld;

8.2. The function of the Vice President includes assisting the President, including assuming the role of the President, in an acting capacity, when the President is unable to fulfill the function of that office.

8.3. The function of the Treasurer is to keep records and provide reports to the members, in a timely fashion, of the financial dealings of the Society.

8.4. The function of the Secretary is take Minutes of meetings and distribute the Minutes to members in a timely fashion.

9. Representatives

9.1. Members are entitled to represent and provide a report to meetings in relation to the following:

9.1.1. The Board of Governors of the School;

9.1.2. The Foundation of the School;

- 9.1.3. St Mary's Auxiliary (previously known as the St Mary's Ladies' Auxiliary);
- 9.1.4. The Old Girls' Association;
- 9.1.5. The boarding house and country students; and
- 9.1.6. Such other body, association or entity as the Executive may deem appropriate.

10. Funds

- 10.1. The Society is entitled to receive and apply in such manner as may be in accordance with the Vision of the Society:
 - 10.1.1. Membership fees;
 - 10.1.2. Any donations, including voluntary contributions made by parents, guardians of girls attending the school, or other interested persons;
 - 10.1.3. A payment for services provided or activities or events arranged by or in connection with the Society.

11. Winding Up

- 11.1. The Society may be wound up by:
 - 11.1.1. A vote by a two thirds majority at an AGM or Extraordinary meeting, provided notice of such intention is given no less than 14 days prior to the meeting, with such notice to be provided to members, a parent or guardian of the School, the School Principal and the Chairperson of the Board of Governors; or
 - 11.1.2. The Board of Governors of the School where the Society has been inactive for a continuous period of 12 months and provided that:

11.1.2.1. the Chairperson of the Board of Governors of the School gives no less than 14 days notice of such intention, to the most recently elected members of the Society, and such other person or persons as the Chairperson may in his or her discretion nominate; and

11.1.2.2. at the expiration of 14 days, the Chairperson receives no written objection from any person to whom the notice pursuant to clause 11.1.2.1 has been given.

11.2. Where the Society is wound up, any monies standing to the credit of the society in any banking institution, and any monies held on behalf of the Society by any person or body, become the property of the Foundation of the School.

12. Alteration of Rules

12.1. These Rules may be amended by a majority vote at an AGM or Extraordinary Meeting, provided notice of such intention is given no less than 14 days prior to the meeting.

13. Notice

13.1. Where Notice is required to be given pursuant to these Rules, such notice shall be deemed to have been given by any the following means:

13.1.1. By email to the last known email address of the person(s) to whom the notice is intended to be given;

13.1.2. By forwarding a written note to the last known address of the person(s) to whom the notice is intended to be given; or

13.1.3. By publishing a notice in Newslink, the Junior School newsletter, or such other publication bearing the logo or other insignia of the School, as the Principal may permit.

14. Application of these Rules

14.1. These Rules come into effect and apply from the date these Rules, and any amendments to them, are approved by a majority vote at an AGM or Extraordinary Meeting, with such date to be recorded in the minutes of the meeting.