



CHRIST'S COLLEGE
CANTERBURY

Christ's College Parents' Association (CCPA)

1. Objectives

- (a) To promote communication between parents and others interested in the progress and wellbeing of Christ's College
- (b) To make parents feel welcome and encourage their participation in events at College, particularly parents with no previous connection with the school
- (c) To provide opportunities for students and former students of Christ's College, through the periodic award of Parents' Association bursaries

2. Address

The address of the Christ's College Parents' Association shall be at the Christ's College office, Rolleston Avenue, Private Bag 4900, Christchurch

3. Membership

All parents of current students of Christ's College shall automatically be deemed to be members

4. Termination of Membership

A member shall cease to be a member of the Association

- (a) on that person's death, or
- (b) when they no longer have a son at Christ's College

5. Membership Entitlements

Every member shall be entitled

- (a) to participate in all events and activities of the Association
- (b) to receive all current Association publications

6. Officers and Committee

The Officers of the Association shall consist of

- (a) President
- (b) Deputy President
- (c) Secretary

(d) Treasurer

The offices of both Secretary and Treasurer may be held by one person

The committee of the Association shall consist of

- (a) All those present at the Annual General Meeting and those who put in apologies for non-attendance
- (b) The Executive Principal ex officio, or his senior staff representative
- (c) One member of staff nominated by the Executive Principal ex officio
- (d) Any co-opted or other member, as may suit the committee's purposes

Ex officio members of the committee shall not be eligible for election as officers of the Association

7. Election of Office and Committee

Officers of the Association and members of the committee shall be proposed, seconded and elected at the Annual General Meeting of the Association and shall continue in office until the next Annual General Meeting

Anyone who has been an elected member of the committee for five successive years shall not be eligible for election to the committee for the next succeeding year

8. Quorum of the Committee

Seven members shall be a quorum for any meeting of the committee

9. Committee Powers

The committee shall have control of the funds of the Association and the management of its affairs

The President or Secretary shall have power to call meetings of the committee

The committee shall have power to regular the procedure at its meetings as it thinks fit

10. Annual Accounts

The Treasurer shall submit to the Annual General Meeting a statement of the assets and liabilities and an account of the revenue and expenditure of the Association for the financial year ending 31 January preceding the date of such meeting

11. Auditor

The accounts presented to the Annual General Meeting shall be audited by a member of the Christ's College Finance team

12. Bank Account/Assets

The Association shall hold its liquid funds in a bank account in its name. Such an account shall be operated on the signatures of two persons who are either officers or members of the committee authorised by the committee

Four office bearers are needed to authorise payments exceeding \$2000, apart from budgeted amounts in the annual plan

Term investments will be held in the Association's name by the College, with interest accrued by the Association, to be used for the provision of bursaries, and for other purposes as may from time to time be decided by the committee when funds allow

13. General Meetings

The Annual General Meeting of the Association shall be held on a date not later than 31 July each year

Not less than 14 days notice of any Annual General Meeting shall be given to members

A Special General Meeting

- (a) may be called by the President or the majority of the committee present at committee meeting, or
- (b) shall be called forthwith by the secretary on receipt of a requisition signed by not fewer than 20 members of the Association

Not fewer than 21 days' notice of any Special General Meeting shall be given to members

14. Voting at General Meeting

Voting shall be open and each member present shall be entitled to one vote

15. Notices

Notices to members shall be sent by email or other as appropriate

16. Alteration to Rules

Any of these Rules may be added to, altered or repealed by a two-thirds majority of the members present at any General Meeting called for that purpose. Twenty one days' notice of such meeting shall be given to members

17. Disposition of Property

- (a) Members may only be reimbursed fair and reasonable sums for expenses incurred or services provided to the Association
- (b) In the event of the Association being wound up, no member shall be entitled to any distribution from the funds or assets of the Association, and all funds and expenses of the Association at the time of dissolution shall be transferred to the Board of Governors of Christ's College for the benefit of the school
- (c) No addition to, alteration or rescission of this Rule shall be permitted without the approval of the Commissioner of inland Revenue