

The Parents & Staff Association of Mary Rose School Constitution

1. Name

The name of the association is “THE PARENTS & STAFF ASSOCIATION OF MARY ROSE SCHOOL” (hereinafter called “the Association”).

2. Particulars

Address: 11 Renfrew Road, Kowloon.

Telephone: 23365151

Fax: 23384476

3. Aims and Objectives

The aims and objectives of the Association are as follow:

- a) To put into practice our education ideal that is people-oriented, and through the works of the Association manifest the spirit of faith, hope and love.
- b) To strengthen communication between parents and the School, and build a trusting partnership.
- c) To spread the spirit of mutual help and support through sharing between parents.
- d) To promote and participate in civil education, and to raise the public’s attention and acceptance for people with intellectual disabilities.
- e) To strive for the benefits, services, and rights for people with intellectual disabilities.

4. A Parent-Teacher Association Recognized by the IMC

The Association is a recognized organization of the Incorporated Management Committee (hereinafter called “the IMC”) of Mary Rose School (hereinafter called “the School”), in accordance with the Education Ordinance 40AO.

5. Membership

All serving teachers and special staff of the School are automatically staff members of the Association, and all parents of current students are automatically parent members of the Association. (Parent members are calculated in terms of family unit, i.e. each family counts as one member of the Association)

6. Membership Fee

No membership fee is required. Members are free to sponsor activities organized by the Association.

7. Annual General Meeting (AGM)

- a) There shall be at least one Annual General Meeting in every two years. Major resolutions shall be effective only if it has been passed by members of the Association in the Annual General Meeting.

- b) The AGM holds the highest authority within the structure of the Association, and has the authority to:
 - i. Establish, change, amend or abolish items in the Constitution;
 - ii. Review the reports and financial reports of the Committee of the Association;
 - iii. When the AGM is in recess, all duties of the Association would be handled by the Committee of the Association;
 - iv. Recall a committee member of the Association.
- ~~e) Election of Parent committee members for the Association will be held during the Annual General Meeting, and the committee members of the Standing Committee will be elected by means of mutual election from the elected parent committee members of the Association.~~
- c) ~~One staff member and~~ 10% of members personally present, **including both staff members and parent members**, shall constitute a quorum in all Annual General Meetings and Extraordinary General Meetings.
- d) All decisions of the Association shall be effective only with the agreement of the School delegated staff member and more than half of the ~~parent-members~~ present in the meeting.
- e) To convene an Annual General Meeting, members shall be given at least 7 days prior notice of the meeting.
- f) The Association must call for an Extraordinary General Meeting under the following circumstances:
 - i) when the Standing Committee of the Association decides to convene a meeting;
 - ii) when the Association receives a written request from the School Representative to convene a meeting;
 - iii) when the Association receives a written request from at least 10% of parent members of the Association to convene a meeting.

8. The Standing Committee of the Association

- a) The Standing Committee shall consist of ~~8-12~~ **5-7** parent members and staff members each respectively, and at least ~~8~~ **5** of the nominees must be parent members. If the number of nominees are in between ~~8-12~~ **5-7** people, they will be automatically elected as committee members ~~with the consent from members of the Association during the Annual General Meeting~~. If there are more than ~~12~~ **7** members being nominated, ~~12~~ **7** of the nominees will be elected from within to be appointed as committee members of the Parent Election Committee.
- b) Appointing of members of the Standing Committee
 - i) **Election of Parent Committee Member:** ~~It shall be nominated, seconded, and elected by members of the Association in the Annual General Meeting.~~ **It shall be elected by all members of the Association by anonymous vote.** Elected members shall hold office for two years, and can be re-elected for the consecutive year. ~~There should be not less than 2 Parent Election Committee members from primary and secondary sections respectively.~~
 - ii) Staff committee member: to be appointed by the School; the appointee shall hold office for a year, and the appointee can be re-appointed for the consecutive year.
 - iii) ~~A Representative from the Parents Association: to be appointed by the Parents~~

~~Association; they can appoint two people as representatives at most, and the appointees can be re-appointed for the consecutive year.~~ **The posting of Committee members shall be decided by the elected Committee members by vote.**

c) Composition of the Standing Committee:

- one Chairperson (parent representative)
- two Vice-Chairperson (one parent and staff representative each respectively)
- other committee members can form different task groups according to the needs of the Association.

d) By-election:

When there is vacancy in the Standing Committee, the committee of the Association can convene an Extraordinary General Meeting for a by-election (if vacancy is the chairperson, it will automatically be substituted by the vice-chairperson).

e) Meetings of the Standing Committee

- i) The Standing Committee shall at least convene 4 meetings in every school year.
- ii) Committee members shall be given a 7 days prior notice of the meeting.
- iii) Two-thirds of committee members personally present shall constitute a quorum, in which the number of Staff and Parent members shall be more than half of the total number respectively.

9. Election of Parent Manager for the IMC of Mary Rose School

- a) As a recognized parent-teacher association of the School, the Association shall host the elections for Parent Manager / alternate Parent Manager, in accordance with the Education Ordinance, The Constitution of the IMC of the School, and the School's regulations on the election of Parent Manager.
- b) To amend any election regulations of the above election, a written agreement from the School's Sponsoring Body is needed for the amendment to become effective.

10. Amending of the Constitution of the Association

Any amendments of the Constitution of the Association can be counted as effective only when a resolution from members of the Association is attained in the Annual General Meeting or Extraordinary General Meeting, that and with a final written approval from the IMC of the School.

11. Dissolution of the Association

If for any reason a decision to disband the Association is reached, a voting with a majority of no less than two-thirds of the members present at the Extraordinary General Meeting is required for the dissolution to be effective. After the dissolution, all assets of the Association shall be collected and managed by the School IMC; the collected assets shall be used for purposes that conform to the aims and objectives of the Association.

12. The Use of the Name and Emblem of "Hong Kong Sheng Kung Hui"

The name, emblem, or any of the abbreviations and extended names of "Hong Kong Sheng Kung Hui" can only be used when authorized (in written format) by the Bishop of the Hong Kong

Anglican Church (Episcopal), or under the terms and conditions in which the Hong Kong Anglican Church (Episcopal) has agreed to.

End

* The English version of the Constitution is for reference only. If there are any discrepancies between the Chinese and English version of the Constitution, the Chinese version shall prevail.

Remark: The proposed amendments are written in RED.