

Proposed Constitutional Changes for the creation of a Deakin Preschool sub Committee of Forrest School Parents' and Citizens' Association

Part 1 General - Clause 2 Subsection (b)

Change From –

“Forrest School” and “school” shall mean the school known as Forrest School on Hobart Avenue, Forrest, in the Australian Capital Territory

Change To –

“Forrest School” and “school” shall mean the schools known as Forrest School on Hobart Avenue, Forrest, and Deakin Preschool on Hopetoun Circuit, Deakin, both in the Australian Capital Territory

Part 1 General - Clause 2 Subsection (g)

Add -

Deakin Preschool Parents Sub Committee shall mean the sub committee of the Forrest School Parents' and Citizens' Association inc. as defined in Part 5.

Part 2 Management – Clause 14. Finances Subsection (m)

Add -

(m) Deakin Preschool Parent Sub Committee :

- (i) The sub committee shall open and maintain an account in the name of the association with the associations banking provider for the sole use of the sub committee.
- (ii) The sub committee account will have 3 bank signatories from the members of the sub committee.
- (iii) The sub committee will present a budget for the year at the first general meeting estimating the planned annual income and expenditure of the DPPC. The Finance and Administration Committee will conditionally approve the budget until the next Finance and Administration meeting where the budget will be formally approved. Approval will not be unreasonably withheld.
- (iv) The Finance and Administration Committee will authorise the sub committee to operate without immediate reference to the Finance and Administration committee, except by exception, such as when expenditure is outside the agreed budget plan.
- (v) Expenditure of the sub committee will be authorised by the sub committee in accordance with the decisions and directions from the sub committee meetings so long as
 - Expenditure being authorised is within the approved budget of the Sub Committee
 - Expenditure is in accordance with the objectives of the Sub Committee and the Powers of the Association.
- (vi) The sub committee finance officer will maintain a comprehensive ledger of all income and expenditure (with the required receipts). This ledger is to be provided to the Honorary Treasurer of the Association on request and at the end of January each year for the preceding year ending 31 December.
- (vii) In the event that expenditure exceeds the approved budgeted amount in any given year, the Sub Committee may apply for an increase to their annual expenditure budget. Approval of the new budget will not be unreasonably withheld.

Renumber clause (m) to (n)

Part 5 Subsidiary Committees and Sub-Committees – Clause 33.

Add -

33. Deakin Preschool Parents Sub Committee

- (a) There shall be an ongoing sub committee representing the Deakin Preschool

parents and community. It shall be named the Deakin Preschool Parents Sub Committee.

(b) In addition to the objectives and purposes of the Association, the aims and objectives of the sub committee will be to support and promote the preschool program at Deakin Preschool, and to support and promote preschool and early education generally in the communities of Deakin and Forrest and the Australian Capital Territory.

(c) The Deakin Preschool Parents Sub Committee shall comprise of 3 office bearers who are elected at the first sub committee meeting which will be held no later than one week before the first Association general meeting. The minimum office bearers are:

(i) Chairperson

(ii) Sub committee Secretary

(iii) Sub committee Finance Officer

(d) Membership of the sub committee shall be open to the parents or guardians of all pupils who attend Deakin Preschool.

(e) The sub committee will meet at least 4 times per year.

(f) The Sub Committee cannot be abolished by the Association except under the following circumstances:

(i) The minimum number of Sub Committee Members (3) cannot be met on an ongoing basis (6 months or more), or

(ii) a decision is reached to abolish the Sub Committee by Special Resolution of the Association. In this event, the Sub Committee cannot be abolished without a minimum of 1 years notice. This notice period will commence on 1st January in the year after the Special Resolution is passed.

(g) In the event that the Sub Committee is abolished, cash assets held by the Sub Committee will be transferred to the Association's Consolidated Revenue account following the abolition of the Sub Committee, or, in the event of (f)(ii), the 1 year notice period.

Renumber clause 33 to 34