



Aarhus International School - Parent Teacher Association

Constitution

1st version: 25.06.2019

2nd version: 14.08.2019

Article I : Name and Definition

1. The name of this association shall be “Aarhus International School Parent Teacher Association” or “AIS PTA”, hereinafter referred to as the “PTA”.
2. The PTA is an association of parents, teachers and staffs who aim to create a deeper sense of community and involvement for AIS community, and to foster cultural diversity, academic excellence, mutual respect and lasting friendship.

Article II : Objectives and Purposes

1. The main aim of the PTA is to develop a stronger sense of community and involvement for AIS community.
2. To this end, it shall foster cultural diversity, academic excellence, mutual respect and lasting friendship.

Article III : Non-Profit, Non-Political, Non-Partisan Character

The PTA shall:

1. Be a non-profit association. All the funds raised shall strictly be used to better the AIS community's life as a school.
2. Be politically neutral in its aims, events and activities.
3. Recognise the diversity of nationalities that constitutes AIS, and shall act to foster harmony by recognising common concerns.

Article IV : Membership

1. Eligibility: Are automatic members of the PTA:
 - a. Parents of legal guardians of students presently enrolled at AIS,
 - b. The present AIS management, teachers and staff members.
2. Term of Membership:

- a. Membership will continue for parents or legal guardians for as long as their child(ren) is enrolled at AIS.
- b. Membership for management, teachers and staff members will be for as long as they are employed by AIS.

Article V : Committee and Responsibilities

The AIS PTA Committee shall consist of at least 3 physical persons:

1. Chairperson
2. Treasurer
3. Secretary

The roles below are optional but would significantly improve the operations of the PTA:

4. Communication
5. Event Coordinator
6. Liaison MYP
7. Liaison PYP 4-8
8. Liaison EY

The Committee shall be responsible for the running of PTA's affairs.

1. The chairperson acts as a representative of the PTA, organises and calls the PTA meetings.
2. The treasurer records and controls the financial transactions of the PTA, prepares an annual budget, liaise with AIS business manager.
3. The secretary conducts the correspondence of the PTA, keeps an up-to-date record of the Constitution of the PTA, keep accurate minutes of all PTA meetings.
4. The communication person publicises PTA events and activities, prepares posters, flyers, messages, newsletter updates and social media updates to improve the communication within the AIS Community.
5. The event coordinator plans for events, leads the event preparation meetings, coordinates with the volunteers on the day.
6. The liaison roles communicate with the class representative parents and the MYP/PYP4-8/EY coordinators to offer support in school, student and AIS community-related matters and to coordinate parent and student support for PTA events.

Decision is made by vote of the Committee to the majority.

No member of the PTA shall have any personal obligation in respect to PTA liabilities.

Article VI : Meetings

1. The PTA Committee meets once a month or more if necessary.
2. Extraordinary meetings such as when running up to an event may be held. Other PTA members may be invited to these meetings.
3. Meetings are called by the Committee member who sees the need for a group task or decision.

Article VII : Nominations for the PTA Committee

The PTA Committee stands for one year, from 1st September to 31st August.

Towards the end of this term, the committee will issue communications and actively seek members of the school community to form the committee for the next period. The new PTA committee members will be announced to the school on 1st September. Only members of the PTA are eligible to be part of the Committee.

Once members of the Committee are identified, they will be free to determine the distribution of the roles between themselves.

In the extraordinary event that all members of the committee leave the school before the end of this period, the Chairperson will identify candidates to form the next committee outside of this schedule.

In the event that members are dissatisfied with the activities of the PTA committee, then a quorum of 50% of PTA members can demand that the Committee resign and appropriate candidates be identified to constitute a new committee.

Article VIII : Amendments

Amendments to the articles of the PTA must be approved by a majority of voting members. Amendments will require that the chairperson calls for an extraordinary meeting of the PTA.

Proposed amendments must be communicated 3 weeks prior to the meeting via the school newsletter.

Article IX : Dissolution

Dissolution of the PTA can be proposed by the committee but must be voted on and by the members at an appropriate meeting and final approval sought from the school board.

In the event of a dissolution, the assets of the PTA shall be transferred to a an equivalent parent association that is replacing the PTA. In the event of a final dissolution of the PTA, assets will pass to an appropriate charity working with vulnerable children. No private individual shall be entitled to share in the distribution of any part of the assets of the PTA.

By-Laws :

1. Address: The address of the PTA shall be the address of AIS.
2. Procedures : Meetings will be conducted in English.
3. Dues and Fees : There are to be no dues or fees.