

# DEVON ASSOCIATION of GOVERNORS

## Constitution

Adopted at the AGM 29 March 2008

### 1. NAME

The name of the Association is the **Devon Association of Governors** (hereinafter referred to as the Association)

### 2. OBJECTS

- I. To be an independent association of governors with no political affiliation
- II. To assist Governing Bodies (GBs) to further the interests of children in our schools
- III. To encourage co-operation between GBs and between schools
- IV. To provide a vehicle for expressing collective views of governors through GBs and to make appropriate representations
- V. To further good relationships with the LA and with other relevant bodies
- VI. To promote links with governor associations in Torbay and Plymouth for the furtherance of common objectives locally. Look for national shire county association partners
- VII. To act collectively to protect the integrity of education in the county and within DAG's membership
- VIII. To further governors' interest nationally through membership of the National Governors' Association

### 3. MEMBERSHIP

- I. Membership shall be open to GBs corporately of all schools funded through the LA
- II. Individual governors shall be members by virtue of being members of a governing body in membership of the Association. No-one may be a member of the Association or a member of the Executive Committee who is not currently a member of a school governing body which is itself a member of the Association
- III. Honorary non-voting membership may be offered to other appropriate and relevant bodies (e.g. DAPH, SHAD and, DASH) at the discretion of the Committee, subject to any policy of the Association

### 4. SUBSCRIPTION

- I. A subscription for governing bodies will be included in the purchase of the LA's Governor Support Services provision
- II. Membership otherwise will be by subscription determined by the Annual Conference on the recommendation of the Executive Committee
- III. GBs of schools not buying into the LA's governor services provision must pay their prescribed subscription

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### 5. REPRESENTATION

- I. GBs in membership will be represented at the Annual Conference by one named voting member, who must be registered as such with the Association's Executive Officer, but any other member governor may attend and speak
- II. Representatives unable to attend a meeting of the Association or, if applicable, of the Committee, may arrange for a substitute for that meeting with the consent of the Chairman

### 6. BRANCHES

- I. GBs will be encouraged to group together in Branches based on Local Learning Communities areas, or any other grouping which is appropriate to their needs, for the purposes of mutual support, the exchange of information and ideas, response to consultations and the submission of Resolutions to the Annual Conference
- II. Branches shall determine their own terms of reference and procedures, provided they are not contrary to the Objects of the Association

### 7. EXECUTIVE COMMITTEE and OFFICERS

- I. There shall be an Executive Committee (hereinafter referred to as "the Committee") responsible for the general management of the Association and for determining its Standing Orders
- II. It shall consist of sixteen members, twelve elected annually at the Annual Conference and four co-opted by those elected. When making co-options the Committee shall take into consideration the types of school represented and their geographical spread. The Association's representatives on any LA Committee shall be ex-officio members of the Executive Committee. The Committee may further co-opt any other member elected to represent the Association on other bodies who has not been elected to the Committee
- III. The Annual Conference may determine appropriate rules for the election of members to the Committee
- IV. Nominations for the Executive, which may be made either by GBs, by branches or by the outgoing Executive with the permission of the candidates, must be submitted to the Executive Officer (EO) twenty eight days (or such period as a Conference shall decide) before the Conference in order for ballot papers to be prepared
- V. At the first meeting after the Conference the Committee shall elect a chairman, who shall be chairman of the Association and shall hold office until the next election, a vice-chairman, an EO and Treasurer, who shall hold office likewise. The chairman and vice-chairman must be elected from members of the Committee, but the EO and Treasurer need not be. In exceptional circumstances the Committee may appoint to the posts of EO or Treasurer persons who do not comply with Article 3(II), but they shall be non-voting members of the Committee
- VI. No chairman or vice-chairman shall hold the office for more than three years consecutively
- VII. The quorum shall be one third, excluding the EO and Treasurer if they are appointed from outside the Committee
- VIII. The Association may create such honorary offices as it sees fit. Should it create the titular office of President that must be filled by election at the Conference. The Committee shall be entitled to offer nominations. The President shall be entitled to receive all minutes and relevant papers

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### 8. OTHER COMMITTEES

The Association may establish such other committees as it sees fit

### 9. FINANCE

- I. The Committee shall, as necessary, maintain a bank/building society account in the name of the Association, withdrawals to be made on the signature of two officers from the 4 nominated signatories
- II. All monies shall be applied to further the objects of the Association and for no other purpose, except that the expenses of representatives attending Association meetings or of officers on Association business authorised by the Committee may be paid, if finances permit, on a scale to be determined by the Committee
- III. The financial year will be from 1 January to 31 December following
- IV. The Committee shall require the accounts to be audited, or independently examined, as appropriate, annually and presented to the Conference next following the end of the financial year

### 10. MEETINGS

- I. Full meetings of the Association shall be referred to as Conferences
- II. There shall be one Conference a year to be held during March (or as soon thereafter as possible) at which resolutions from GBs and branches will be considered and will include the opportunity for the consideration of educational issues of general concern
- III. Additional Conferences may be called to consider special and immediate concerns either by the Committee or at the request of two or more branches or four or more GBs
- IV. The quorum shall be ten per cent of the number of GBs in membership
- V. Each individual representative shall have one vote and decisions shall be made by a simple majority of those present and voting
- VI. The agenda for the Conference shall be drawn up by the Committee and must include any Branch Resolutions or Resolutions from two or more GBs submitted to them up to four weeks prior to the Conference. The agenda shall be sent out not less than two weeks prior to the meeting to all registered representatives and Chairs of Governors
- VII. Resolutions may not be put from the floor at a Conference, except with the assent of two thirds of those present and eligible to vote

### 11. AFFILIATION

The Association may affiliate to any other body whose aims are consistent with the aims of the Association. The Committee may negotiate on behalf of the Association and make recommendations to the Conference for action

### 12. REPRESENTATION on OTHER BODIES

Where the Association is invited to nominate representatives on to other bodies, the Conference shall elect such persons from the nominations proposed by the Committee, unless the Conference shall decide to delegate the election to the Committee. Should a vacancy occur between Conferences the Committee shall have power to appoint

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### 13. ALTERATIONS to the CONSTITUTION

Alterations to the Constitution shall require a two thirds majority of those present and voting at a quorate meeting of which 60 days due notice must be given to each branch and each member GB

### 14. DISSOLUTION

If the Committee decides by a simple majority to propose the dissolution of the Association, it shall call a special Conference giving not less than 60 days notice. If a simple majority of those attending agrees, the Association shall be dissolved. If the Conference is inquorate a further meeting shall be called, not less than a month after the first. If that second meeting is inquorate, the Association shall be deemed to be dissolved. Any assets shall be transferred to such other non-profit making body having objects similar to those of the Association as the Committee shall determine