

COGSO

Council of Government
School Organisations

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CONSTITUTION

Darwin October 2007

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CONSTITUTION

1. **Name**

The name of the association shall be the Northern Territory Council of Government School Organisations Incorporated.

2. **Interpretation**

2.1 **Definitions**

In this Constitution unless, and except to the extent that, the context otherwise indicates or requires:

Act means the Associations Act;

Administrative Officer means the person appointed pursuant to clause 6.12;

Advisory Committee means the Advisory Committee established pursuant to clause 8.

Affiliate Organisation means an Organisation which is affiliated pursuant to clause 4;

Annual Full Council Meeting means the Full Council Meeting held in accordance with clause 5.10;

Annual General Meeting means the session of the Annual Full Council Meeting at which the business described in clause 5.11 is conducted;

Business Committee means the Business Committee established pursuant to clause 6.11;

Constitution means this document, which constitutes the rules of the Council for the purposes of the Act;

Council means the Northern Territory Council of Government School Organisations Incorporated;

Delegate means a person officially appointed to represent an Affiliate Organisation;

Executive means the Executive established by clause 6, which constitutes the committee for the purposes of the Act;

Full Council Meeting means a meeting of Council as provided for in clause 5.

Organisation means any school committee, school council, ASSPA group, parents' and teachers' association, parents and citizens association, welfare club or other organisation connected with any Government school or preschool in the Northern Territory and so constituted that effective control of the organisation is in the hands of the Parent membership.

Region means a Region described in clause 7.1

Regional Council means a regional Council established pursuant to clause 7;

Parent means the parent or legal guardian of any student enrolled at the school including the person who has actual custody of a student and the person with whom the student resides;

Special Full Council Meeting means a Full Council Meeting referred to in clause 5.12.;

Territory means the Northern Territory of Australia;

2.2 Interpretation

In this Constitution, unless the contrary intention appears:

- a) the singular includes the plural and the plural includes the singular
 - b) a reference to one gender includes all other genders;
 - c) a reference to a person includes a body corporate;
 - d) headings are included for reference only and shall not affect the interpretation of this Constitution;
 - e) "including" and similar words are not words of limitation;
 - f) a reference to a statute or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
 - g) a reference to any document or instrument includes any variation or replacement of it;
 - h) a reference to clauses, annexures or schedules is a reference to the clauses, annexures or schedules of this Constitution;
 - i) a reference to any authority, association or body whether statutory or otherwise shall (if that authority, association or body ceases to exist or is re-constituted, re-named or replaced or its powers or functions are transferred to any other authority, association or body) be deemed to refer respectively to the authority, association or body established or constituted in its place or as nearly as may be succeeding to its powers or functions;
 - j) a reference to time is a reference to time in Darwin;
 - k) if an act must be done on a day which is not a Business Day, that act may be done instead on the next Business Day; and
 - l) all monetary amounts are in Australian dollars.
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3. Objectives

The objectives of Council shall be:

- a) to promote Parent participation in education;
- b) to work for improvements to the Government education system in the Territory to the benefit of students in that system;
- c) to further the interests of the Government schools of the Territory;
- d) to present and further the views and policies of the Council;
- e) to develop and foster relations or formal links with other bodies or authorities with similar aims;
- f) to liaise with the Northern Territory Government agency responsible for education in Government schools in the Territory;
- g) to carry out and undertake such surveys, studies and investigations relating to education generally in Government schools in the Territory as Council may from time to time determine;
- h) to be an advocate for Affiliate Organisations;
- i) to do all such things as are incidental or conducive to the attainment of all or any of the above objects.

4. Affiliation

4.1 Application for Affiliation

An Organisation may make application in writing to the Administrative Officer for affiliation with Council. The Administrative Officer shall submit the application to the Executive and affiliation shall be effective when the Executive passes a resolution accepting the application.

4.2 Fees

Affiliate Organisations must pay affiliation fees:

- a) according to the scale set at a meeting of Council; and
- b) annually in advance by 31 March each year.

4.3 Late Payment of Fees

Any Affiliate Organisation whose fees are more than six (6) months in arrears shall not be entitled to be represented by Delegates at Council meetings, and shall not otherwise participate in the affairs of Council, until the outstanding fees are paid.

4.4 Termination of Affiliation

The affiliation of an Affiliate Organisation shall terminate:

- a) upon the dissolution or winding up of the Affiliate Organisation;
 - b) upon the giving of notice in writing by the Affiliate Organisation to the Administrative Officer;
 - c) upon the passing of a resolution of Council at a Full Council Meeting if the affiliation fees of the Organisation are more than six months overdue and remain unpaid at the date of the Full Council Meeting.
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5. Full Council Meetings

5.1 Representation

An Affiliate Organisation may be represented at Full Council Meetings by Delegates determined as follows:

- a) a school with an enrolment of 150 or under is entitled to be represented by one Delegate;
- b) a school with an enrolment of between 151 and 300 is entitled to be represented by two Delegates;
- c) a school with an enrolment of between 301 and 500 is entitled to be represented by three Delegates; and
- d) a school with an enrolment of 501 or more is entitled to be represented by four Delegates.

Where two or more Affiliate Organisations represent the one school, the school's Delegate entitlements (as per paragraphs (a) to (d) above) will be shared on the basis agreed between the relevant Affiliate Organisations, or failing agreement, on the basis determined by the Executive. A student can only be counted once for the purpose of apportioning Delegate numbers.

5.2 Enrolment

The enrolment referred to in clause 5.1 shall be the most recent statistics available immediately preceding the meeting for which Delegates are being appointed.

5.3 Alternate Delegates

An Affiliate Organisation may appoint alternate Delegates to substitute for Delegates during particular sessions of a Full Council Meeting provided the Administrative Officer has been notified of such substitutions prior to the commencement of the session.

5.4 Notification of Delegates

An Affiliate Organisation shall notify the Administrative Officer prior to each session of a Full Council Meeting of the names of its Delegates and alternate Delegates.

5.5 Decisions of Full Council

Decisions of Full Council Meetings (& all their forums unless otherwise specified) shall be made by a majority vote of those present and entitled to vote. Each Delegate is entitled to one (1) vote on each motion put to the meeting.

5.6 Proxies

- a) An Affiliate Organisation located within the Region in which a meeting is held but in excess of 200 kilometers from the meeting venue may appoint a proxy for voting purposes.
- b) An Affiliate Organisation located within the Region in which a meeting is held but up to 200 kilometers of the meeting venue, shall be entitled to exercise its full allocation of votes provided that the said Affiliate Organisation has a registered Delegate already attending that meeting.
- c) An Affiliate Organisation not located in the Region in which a meeting is to be held may appoint a proxy for voting purposes. A document appointing a proxy issued by the Affiliate Organisation and signed by the President or Secretary of that body shall be in the hands of the Administrative Officer before the time fixed for the commencement of the meeting at which such proxy is to be exercised.
- d) Proxy votes will be given equal value in any Council vote.

5.7 Chairman

The President shall chair all Full Council Meetings at which she/he is present and, in her/his absence, the Vice-President, or in his/her absence member of the Executive shall be elected to chair the meeting. The Chairman presiding at any meeting has a casting vote only.

5.8 Quorum

At a Full Council Meeting a quorum shall be constituted if there is a Delegate from at least eight (8) Affiliate Organisations present. If at the expiration of thirty (30) minutes after the time fixed for holding of a Full Council Meeting a quorum is not present, the meeting shall stand adjourned to a date to be fixed by the Executive, being a date not earlier than fourteen (14) days and not later than twenty-one (21) days from the date of that meeting. The Administrative Officer shall thereupon notify each Affiliate Organisation of the time place and date of the adjourned general meeting. If at an adjourned Full Council Meeting a quorum is not constituted within thirty (30) minutes of the time for the holding of the meeting, Delegates present shall be deemed to constitute a quorum.

5.9 Minutes

Minutes of each Full Council Meeting will be confirmed at the next Annual Full Council Meeting.

5.10 Annual Full Council Meeting

- a) There shall be at least one (1) Full Council Meeting per year, within five (5) months after the end of the last Financial Year, at such place and time as the Executive determines.
- b) The Annual Full Council Meeting shall incorporate the Annual General Meeting as a session of the Annual Full Council Meeting.
- c) The President shall present to each Annual Full Council Meeting a report outlining the proceedings of the Executive since the last Annual Full Council Meeting.
- d) The Treasurer shall present to the Annual Full Council Meeting a written statement of the Council's current financial position including a statement of income and expenditure.
- e) The Administrative Officer shall give to each Affiliate Organisation not less than five (5) weeks' notice of the time date and place fixed for the holding of the Annual Full Council meeting, such notice to be part of the circulated minutes of the pervious Annual Full Council meeting, if desired.
- f) Any Affiliate Organisation wishing Council to take action on any matter shall give notice of the matter in writing five (5) weeks' prior to the next Annual Full Council Meeting. The Administrative Officer shall give four (4) weeks' notice in writing to all other Affiliate Organisations. Council may discuss any such matter and take action as deemed appropriate even where such notice has not been given unless three (3) delegates stand and object when the matter is introduced.

5.11 Annual General Meeting

The business of the Annual General Meeting shall be:

- a) To confirm the minutes of the last preceding Annual General Meeting;
- b) To receive from the Treasurer the auditor's statement of the books and accounts and the finances of Council during the financial year of Council immediately preceding the Annual General Meeting;
- c) To appoint the Executive;
- d) To appoint the auditor; and
- e) Such other business as may be specified in this Constitution as being required to be addressed at the Annual General Meeting.

5.12 Special Full Council Meetings

- a) Where
 - (i) the Executive, by notice in writing to all Affiliate Organisations, or
 - (ii) not less than ten (10) financial Affiliate Organisations, by notice in writing given to the Administrative Officer, request Executive to convene a Special Full Council Meeting for the purposes specified in the notice;

the Executive shall fix a time and place on a date, being the date not later than twenty-eight (28) days and not later earlier than fourteen (14) days after the date on which the notice is given, for the purposes for which such meeting has been called.

- b) The Administrative Officer shall give to each Affiliate Organisation not less than fourteen (14) days' notice of the time date and place fixed for the holding of a Special Full Council Meeting and of the purpose or purposes of which such meeting has been called.
 - c) No resolution may be passed other than in relation to a matter connected with the purpose or purposes for which the Special Full Council Meeting has been called.
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6. The Executive

6.1 Establishment of Executive

The management of Council shall be vested in a committee to be known as the Executive, which shall have power to do all things necessary to achieve the objects of Council.

6.2 Composition of the Executive

6.2.1. The Executive shall consist of:

- a) President;
- b) Vice President;
- c) Treasurer; and
- d) One representative of each Regional Council, being the Chairman of the Regional Council, or such other person nominated by the Regional Council, provided that the person satisfies the requirements of clause 6.3(b).

6.2.2 Executive may invite not more than 3 persons who the Executive considers to have special qualifications, knowledge or experience which will be able to assist the Executive in the exercise and performance of its functions by the giving of information or advice, to be a member of Executive.

6.3 Establishment of Executive

- a) All Executive positions fall vacant at the Annual General Meeting. The persons referred to in clause 6.2(d) shall take office ex officio from the conclusion of the Annual Full Council Meeting. The positions referred to in clause 6.2 (a) to (c) shall be determined in accordance with clause 6.3(e) below, and the persons so elected shall take office from the conclusion of the Annual Full Council Meeting.
- b) A person shall be eligible for membership of the Executive provided that:
 - the person is the Parent of a child currently enrolled in a Government school in the Northern territory; and
 - (ii) the person is either a member of, or has served at least one term as a member of, a school council within the meaning of the Education Act; and
 - (iii) the person undertakes to attend meetings and seek the views of the Affiliate Organisation in relation to issues considered by Council; and
 - (iv) the person shall be nominated on the form approved for that purpose by the Executive. This form is required to be in the hands of the Administrative Officer by 5:00pm on the Monday preceding the commencement of the Annual General Meeting.

- c) All nominations for elected positions on the Executive shall be by decision of a properly constituted meeting of an Affiliate Organisation and must be endorsed by the relevant Regional Council. Such endorsement shall be given provided that the criteria specified in paragraph (b) above have been met.
- d) Nominations for a position on the Executive shall be given at the Annual General Meeting provided that no person shall be nominated for any position in his or her absence unless the written consent of such person to such nomination is produced to the Chairman of that meeting.
- e) If only one nomination for an elected office is received that nominee shall take office. If more than one nomination is received for a particular elected office, a secret ballot shall be conducted and the person receiving the most votes is declared elected. In the event of equal votes, the Chairman shall call for a second ballot. If votes are still equal, the Chairman shall determine the result by lot.

6.4 Meetings of the Executive

The Executive shall meet at least four times a year.

6.5 Quorum

At any meeting of the Executive, five (5) members shall form a quorum.

6.6 Returning Officer

The Executive shall appoint a returning officer to conduct the annual elections.

6.7 Representation at Forums

The Executive shall appoint and/or nominate representatives and/or delegates to all territory, State, National or International forums, as may be appropriate for Council to be represented at or on.

6.8 Allotment of Responsibility

The Executive shall allot specific areas of responsibility to any of its members as shall be deemed necessary.

6.9 Executive Subject to Direction of Council

The Executive shall at all times be subject to the direction of Council.

6.10 Actions of Executive

All actions taken by the Executive in the name of Council shall be deemed to be done by Council.

6.11 Business Committee

- a) There shall be a Business Committee established as a standing committee of the Executive.
- b) The membership of a Business Committee shall comprise:
 - (i) the President;
 - (ii) the Vice President;
 - (iii) the Treasurer; and
 - (iv) one other member of the Executive elected by and from those members of the Executive other than the President, the Vice President and the Treasurer.

- c) At any meeting of the Business Committee, two (2) members of the committee shall form a quorum.
- d) The Business Committee shall have responsibility for:
 - (i) the resolution of such matters as in the opinion of the President are of an urgent nature which cannot wait to be referred to the next meeting of the Executive, subject to such guidelines that may be issued by the Executive as to specific matters, or classes of matters, that can only be determined at a meeting of the Executive.
 - (ii) the formation of the agenda of meetings of the Executive.

6.12 Administrative Officer

- a) The Executive shall, subject to this Constitution, appoint a person to be the Administrative Officer of Council, on such terms and conditions as the Executive determines and consistent with relevant employment laws. The Administrative Officer shall have such duties as are determined by the Executive, as well as such functions and duties as are set out in this constitution.
- b) The Administrative Officer shall not be a member of the Executive.

6.13 Other Positions

Council may employ such other persons on such terms and conditions as the Executive determines and consistent with relevant employment laws to assist in the attainment of the objects of the Council or any matter incidental to those objects.

6.14 Compliance Issues

The President, through the Administrative Officer or the Treasurer as necessary, shall ensure that:

- a) a register of Affiliate Organisations, their Delegates and alternate Delegates is kept;
- b) minutes of all Council, Executive and Business Committee meetings are kept;
- c) minutes of all Council, Executive and Business Committee meetings shall be circulated to all Executive members;
- d) correspondence on behalf of Council and the Executive is dealt with in a proper manner;
- e) a copy of all correspondence is kept;
- f) the secretary and the Delegates of each Affiliate Organisation are sent the minutes of all meetings of Council within twenty eight (28) days after any such meeting;
- g) notice in accordance with this Constitution of the convening of General Meetings of Council and of any special or public meeting is given;
- h) the directions of a meeting of Council or of a meeting of the Executive are carried out;
- i) all payments are authorized in accordance with this Constitution;
- j) an oral statement of the Council's financial position, as required, is submitted to each meeting of the Executive; and
- k) a draft annual budget is prepared for submission to Council underlining a scale of affiliation fees and allocations for Regional Councils.

Council or the Executive may delegate such matters as they believe appropriate to Regional Councils.

6.15 Executive Members' Responsibilities and Termination of Office

- a) Executive members shall attend meetings of Council and the Executive.
 - b) A member of the Executive may be removed from office if the Executive at two (2) consecutive meetings agree that the person is not discharging his or her duties satisfactorily.
 - c) A Regional Council may also agree to remove from office an Executive member it has appointed where it considers that such a person has failed to comply with this Constitution.
 - d) In the event of any position on the Executive becoming vacant, such vacancy shall be filled by appointment by the Executive from the relevant Region where possible. The person so appointed shall hold office until the conclusion of the next Annual Full Council Meeting.
 - e) If not terminated earlier in accordance with the preceding paragraphs, the term of office of all members of the Executive expires at the conclusion of the Annual Full Council Meeting.
 - f) Executive members, where applicable, shall:
 - (i) report to Regional Council on Council activities;
 - (ii) report to Council on regional activities;
 - (iii) act on sub-committees as required by council from time to time; or such other groups, bodies, Departments etc.; and
 - (iv) report back to Council regarding activities of sub-committees.
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7. Regional Councils

7.1 Regions

The following areas shall be Regions for the for the purpose of this constitution:

- a) Darwin;
- b) Palmerston and Rural;
- c) Barkley;
- d) Southern;
- e) Katherine; and
- f) East Arnhem.

The area covered by each Region is as shown in Annexure A.

7.2 Establishment and Composition of Regional Council

- a) Each Region shall have a Regional Council.
- b) A Regional Council shall comprise –
 - (i) Delegates from Affiliate Organisations within the Region;
 - (ii) not more than 2 citizens of the Region co-opted by the Regional Council;
 - (iii) officers of the Regional Council as provided below.

- c) The Regional Council shall meet at least 5 times each year. One shall be the Regional Council Annual General meeting which shall be held prior to the Council Annual General Meeting.
 - d) Officers of the Regional Council shall be elected at the Regional Council Annual General meeting and shall comprise:
 - (i) a Chairman;
 - (ii) a Vice-Chairman;
 - (iii) a Secretary
 - e) At the Regional Council annual general meeting the newly-elected Regional Council shall determine the number of Delegates and/or Affiliate Organisations which will represent a quorum, and that shall be the quorum for the term of the Regional Council.
 - f) Following the annual general meeting of a Regional Council, the Regional Council Secretary shall forward to the Executive details of its office bearers and co-opted members.
 - g) The objects and aims of a Regional Council shall be:
 - (i) to advise members of the Executive on matters to be considered at meetings of Council and the Executive;
 - (ii) to discuss and co-ordinate the educational needs of the region and recommend a course of action to the Executive;
 - (iii) to foster community interest in education in the region;
 - (iv) to consider and promote the educational needs of the region; and
 - (v) to act on matters referred to the Regional Council from time to time by the Executive.
 - h) A Regional Council shall not speak on behalf of Council or of the Executive without the written approval of the President.
 - i) A Regional Council may take direct action on local matters consistent with Council policy.
 - j) A Regional Council shall have the benefit of an allocation of money from Council which shall be administered on behalf of the Regional Council by the Executive in accordance with guidelines set by the Executive and notified to Regional Councils.
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8. Advisory Committee

8.1 Establishment of Advisory Committee

There shall be an Advisory Committee, which shall have the function of considering and advising Council and the Executive on such matters as may be referred to the Advisory Committee by Council or the Executive. This function is purely advisory, and neither Council nor the Executive shall be bound to follow the advice or recommendations of the Advisory Committee.

8.2 Membership of Advisory Committee

The Advisory Committee shall be constituted by such persons as may be appointed from time to time by the Executive, being persons who are not eligible to serve on the Executive, but who are considered by the Executive to have suitable qualifications and/or experience to serve on the Advisory Committee.

8.3 Term of Office of Advisory Committee Members

The term of office of each member of the Advisory Committee shall be from the date of appointment by the Executive until the conclusion of the following Annual Full Council Meeting. The Executive shall make new appointments or reappoint members of the Advisory Committee as soon as practicable after each Annual Full Council Meeting.

9. Finance

9.1 Financial Year

- a) The Financial Year of Council shall end on the 31 December in each year, until and including 2005.
- b) There shall be a transitional accounting period commencing on 1 January 2006 and expiring on 30 June 2006 ("the Transitional Period").
- c) Clause 10 shall apply to the Transitional Period as if references to the annual statement of accounts are references to the statement of accounts for the Transitional Period.
- d) From 1 July 2006, the Financial Year of Council shall commence on 1 July and expire on 30 June the following year.

9.2 Accounts

All moneys received on behalf of Council shall be banked in an account in the name of the Council with a recognised financial institution. All cheques drawn on the account shall be signed by any two (2) signatories. The signatories to the account shall be:

- a) Any two members of the Business Committee; and
- b) Such other member or members of the Executive as may be nominated by resolution of the Executive for this purpose.

9.3 Approval of Expenses

The Executive may approve the commitment and payment of expenses incurred by or on behalf of Council.

10. Auditor

10.1 Appointment of Auditor

The Council shall annually appoint an auditor who shall be a suitably qualified person.

10.2 Audit of Accounts

The auditor shall audit the annual statement of accounts of Council and shall certify same.

10.3 Production of Books

The auditor shall have the power at any time to call for the production of all books of account, vouchers and documents relative to the affairs of Council.

10.4 Alternative Auditor

Where the auditor is unable to perform her/his duties, the Executive shall appoint another suitably qualified person to act as auditor in his/her place.

11. Life Members

11.1 Qualification of Life Membership

Any person who has rendered special service to Council may be nominated by a Regional Council or Executive Member for granting of life membership.

11.2 Nominations for Life Membership

All nominations for Life Members must be considered and where appropriate endorsed by the Executive.

11.3 Rights of Life Members

Life Members may attend and speak at meetings of the Executive or Council. Eligibility to vote shall be by invitation and for either a particular Executive meeting or for a designated period.

11.4 Exemption from Fees

Life Members shall be exempted from payment of the registration component of fees for Full Council meetings.

12. By-laws

Council may by resolution at a Full Council Meeting make or amend By-laws, not inconsistent with this Constitution, in relation to the administration of Council, the Executive and Regional Councils. Until amended or replaced in accordance with this clause, the by-laws set out at Annexure B must be observed.

13. Amendment of this Constitution

This Constitution may be amended at a Full Council Meeting and upon the majority vote of two thirds provided that four (4) weeks' notice is provided to all affiliate Organisations in writing for any such amendment.

14. Distribution of this Constitution

14.1 Copies to Affiliate Organisations

Each Affiliate Organisation shall be provided with two (2) copies of this Constitution.

14.2 Copies of Amended Constitution

Following any amendments to this Constitution, two (2) dated complete copies of this Constitution shall be distributed to each Affiliate Organisation.

14.3 Grievance and disputes procedures

- 1) This clause applies to disputes between –
 - a) an Affiliate Organisation and another Affiliate Organisation; or
 - b) an Affiliate Organisation and the Executive; or
 - c) a Regional Council and the Executive; or
 - d) a Regional Council and an Affiliate Organisation; or
 - e) a Regional Council and another Regional Council.
- 2) Within 14 days after the dispute comes to the attention of the parties to the dispute, they must meet and discuss the matter in dispute, and, if possible, resolve the dispute.
- 3) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days after the meeting, hold another meeting in the presence of the mediator.
- 4) The mediator must be –
 - a) a person chosen by agreement between the parties; or
 - b) in the absence of agreement –
 - (i) for a dispute to which the Executive is a party – a person who is a mediator or employed by the department administering the Act; or
 - (ii) for any other dispute – a person appointed by the Executive
- 5) A Delegate can be a mediator.
- 6) The mediator cannot be a party to the dispute.
- 7) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- 8) The mediator, in conducting the mediation, must –
 - a) give the parties to the mediation process every opportunity to be heard;
 - b) allow due consideration by all parties of any written statement submitted by any party; and
 - c) ensure natural justice is accorded to the parties to the dispute throughout the mediation process.
- 9) The mediator must not determine the dispute.
- 10) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

15. Miscellaneous

15.1 Conduct of Affairs of Affiliate Organisations

Nothing contained in this Constitution shall in any way prejudice or give to Council or the Executive any power whatsoever to interfere with the right of any Affiliate Organisation to determine the conduct of its own affairs.

15.2 Public Statements

Public statements on behalf of Council shall be made only by the President or his/her delegated nominee provided that nominee has the previous agreement of at least two (2) members of the Business Committee for any statements. If any delegate or other member of the Executive fails to comply with this clause he/she shall cease to be a member of the Executive unless Council determines otherwise.

15.3 Accidental Omission of Notice

Any meeting of Council or the Executive and any business conducted thereat shall not be invalidated by reason only of any accidental omission to give notice required by this Constitution.

15.4 Dissolution

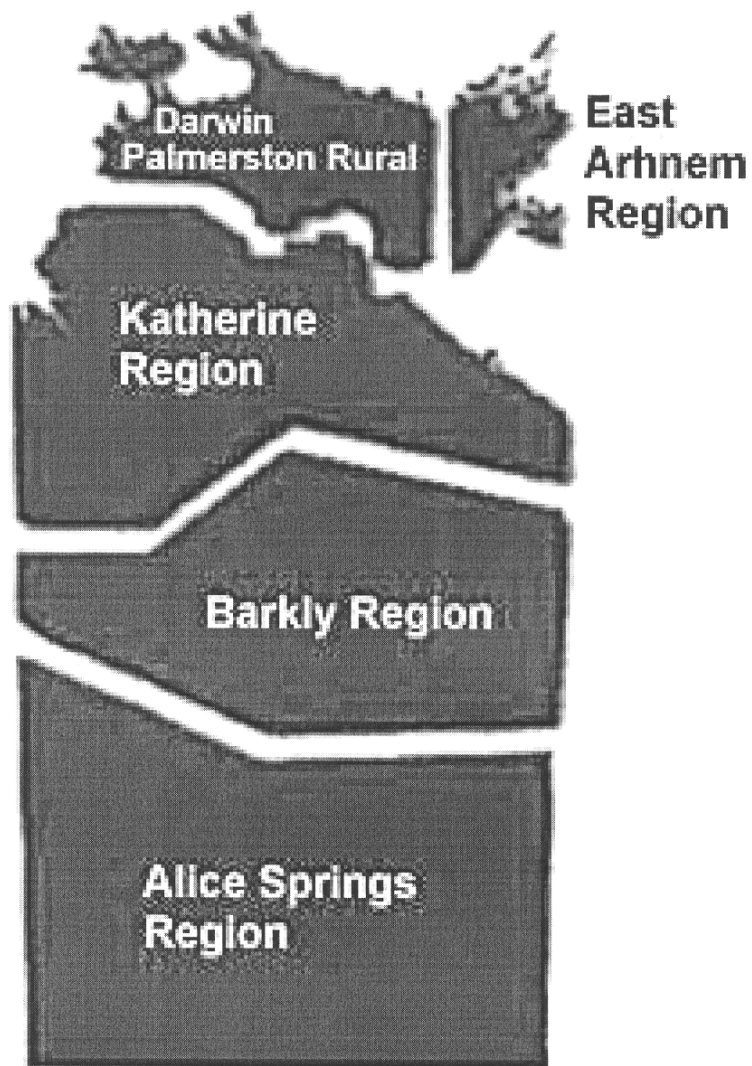
Council shall not be dissolved except on the vote of two thirds of the Affiliate Organisation present at a special meeting called for that purpose.

15.5 Distribution on Dissolution

Upon the dissolution of Council

- a) any funds remaining after discharge of all liabilities shall be divided amongst financial Affiliate Organisations in proportion to their voting power; and
- b) if sufficient funds are not available to meet the liabilities of Council, Affiliate Organisations shall contribute in proportion to their voting power such sum as is necessary to discharge the liabilities of Council.

16. Annexure A – Regions



17. Annexure B – By - Laws

COUNCIL

The President must give a yearly overview report to Council at the Annual General meeting.

REGION

Annual General meeting

This must be held before the NT COGSO AGM

The Agenda for a Regional AGM must include:

Present, Apologies, Minutes, Business Arising, Chairman's Report, Election of Office Bearers and the setting of Regional Quorums

The Agenda for a Regional AGM may include:

Correspondence In and Out relating to Regional AGM and any other General Business relating to Regional AGM.

The Chairman of the Region must give a yearly overview report at the Regional AGM.

A guest speaker or workshop is a good draw card for an AGM.

Regional Meetings

Immediately following the Regional AGM, a general meeting should be held, normal meeting procedures should be followed. The General Business section of this meeting should include the Endorsement of Nominations for Executive positions.

There must be a minimum of five (5) Regional Meetings per year, one of which must be the Region's AGM.

A copy of the minutes of each Regional meeting must be sent to the COGSO office as soon after the meetings as practicable.

A notice of meeting should be sent to the COGSO office.

A notice of meeting and copy of minutes should be sent to each school in the region in time for their delegates to attend the regional meeting.

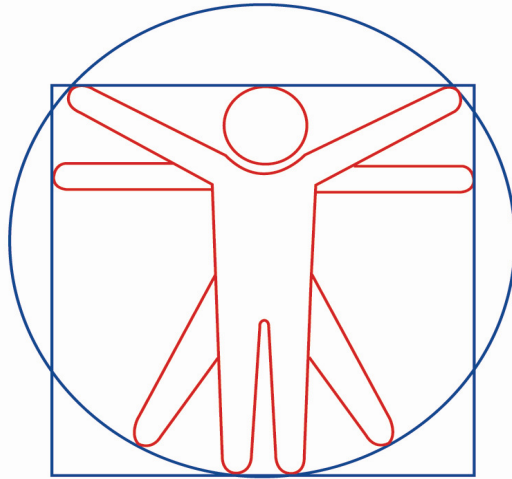
EXECUTIVE

The President, Regional Vice President and all Committee Representatives must have their respective reports to executive in the COGSO office on time for the executive mailout. If the report will be late, or there is no meeting to report, this must be advised to the office

AFFILIATION FEES

"That Council:

1. In accordance with 4.2.a of the COGSO constitution, approve an amount of Fifty Cents per student, multiplied by the November 2006 School enrolment data be used to calculate the Annual Affiliation Fee for 2007; and that a minimum Affiliation fee of Twenty-Five Dollars (\$25.00) shall apply.
2. In accordance with Section 12 of the Council of Government School Organisations Constitution, approve the Affiliation Fees By-Lay
3. Enact the By-Laws using the 2006/7 CPI for affiliation fees in 2008"



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