

Taranaki Secondary Schools Sports Association

CONSTITUTION

1.1 NAME

The name of the association shall be Taranaki Secondary Schools' Sports Association.

1.2 REGISTERED OFFICE

The registered office of the Association shall be at such a place as the Executive may from time to time determine.

1.3 INTERPRETATION

In this Constitution, unless a contrary intention appears:

1.3.1 "The Association" means The Taranaki Secondary Schools Sports Association.

1.3.2 "The Executive" means the Members of the Executive, appointed under Rule 1.10.2 of these rules.

1.3.3 "Director", means the Regional Sports Director appointed pursuant to rule 1.12 of this constitution.

1.3.4 "NZSSSC" means the New Zealand Secondary School Sports Council

1.3.5 "Year" means the financial year of the Association, which shall extend from 1 January in any year until 31 December of that year.

1.3.6 "Taranaki Secondary Schools" means a secondary school in the Taranaki area that is registered with the New Zealand Ministry of Education as an accredited secondary school. It shall include state owned, integrated and private secondary schools, such schools being approved by a general meeting of the Association on the recommendation of the Executive.

1.3.7 "TSSSA" means Taranaki Secondary Schools Sports Association.

1.3.8 The following shall be deemed to be approved secondary schools for the purpose of this Constitution.

Francis Douglas Memorial College
Sacred Heart Girls' College
Spotswood College
New Plymouth Boys' High School
New Plymouth Girls' High School
Waitara High School
Inglewood High School
Stratford High School
Opunake High School

Hawera High School
Coastal Taranaki School
Patea Area School
Taranaki Diocesan School for Girls
Te Pi'ipi'inga Kakano Mai Rangiatea

1.4 PURPOSE, MISSION, GOALS AND OBJECTS

1.4.1 **Purpose**

To operate as a sporting agency for the Secondary Schools of the Taranaki region as defined in 1.3.8.

1.4.2 **Mission**

To administer, foster and coordinate sport in the secondary schools of the Taranaki region.

1.4.3 **Goals**

- a) To provide access and opportunities for all Secondary School students in the Taranaki region to participate in sport.
- b) To provide opportunities for elite performers to fulfil their potential.
- c) To facilitate participation in Island, National and where appropriate, International Secondary School sporting events.

1.4.4 **Objects**

- a) To administer and control an inter-secondary school sports structure within the Taranaki region with regular and stable competition for school based sports.
- b) To facilitate the maximum participation of students in inter-school sport at secondary level.
- c) To provide the very best of conditions and standards for students to enjoy and realise their potential in sports competition.
- d) To promote public awareness of the benefits of students' involvement in sport at secondary school.
- e) To properly serve the secondary schools of the Taranaki region; including their Principals, Administrators, teachers and Coaches involved in sport.
- f) To promote a sound and philosophical base for sport as part of the school educational process.

1.5 MEMBERSHIP AND PARTICIPATION

1.5.1 There shall be three types of membership.

- a) School Membership

All schools making up the Taranaki Secondary Schools shall be entitled to membership of the Association and may be represented at any meeting by the Principal or any other person accepted by the Chairperson as a representative of the school.

b) Honorary Membership

Any person whom the Association or the Executive deems appropriate to further the objectives of the Association may be invited to Honorary Membership status. Such members may constitute an advisory body to the Association and be assembled at the direction of the Chairperson of the Association. An Honorary Member shall not be eligible to vote at any General or Executive Meeting.

c) Life Membership

The distinction of Life Membership may be conferred for special/outstanding services rendered in connection with sport in secondary schools of the region.

- (i) This distinction shall be conferred only at an Annual General Meeting.
- (ii) Candidates may be nominated by any member school, either on its own initiative or on the recommendation of other member schools.
- (iii) This distinction shall carry with it the right to attend and vote at all meetings of the membership.

1.5.2 Member schools of the Association will have the right to participate in approved sports of the Association, subject to the provisions of this Constitution and the Association's By Laws.

1.5.3 The right to participate may be withdrawn at any time by the Association Executive for failure to comply with this Constitution or any By Laws of the Association.

1.5.4 Each Member School must have a staff member designated as Sports Coordinator, Sports Representative or a person entrusted to represent the School at TSSSA level.

1.5.5 Each Member School must demonstrate an active willingness to provide, encourage and develop sport within their school.

1.5.6 Each Member School must abide by the By Laws of the Association and adhere to the rules or code of conduct of individual approved sports.

1.6 SUBSCRIPTION

1.6.1 Each Member School shall pay such subscription as decided by the Taranaki Secondary School Principals Association and be calculated by roll size.

1.6.2 Any member whose subscription has not been paid by 1 May shall be deemed to be not financial and shall forfeit all rights of membership until the subscription is paid. This will include access to all inter-school competitions administered by the Association.

1.6.3 Additional to this, Schools choosing to participate in approved/affiliated sports must pay the individual code fees levied by TSSSA or other affiliated bodies.

1.6.4 Fees, levies and costs associated with Island and National Secondary School Events shall be the responsibility of individual Member Schools.

1.7 TERMINATION OF MEMBERSHIP

1.7.1 Membership of the Association may cease in accordance with any of the following:

- (i) Written resignation received by the Director or Executive.
- (ii) Any member school which has refused or failed to pay the prescribed subscription.

1.7.2 Schools who resign their membership shall forfeit their eligibility to participate in all activity of the Association.

1.8 MEETINGS

1.8.1 The Annual General Meeting shall be held at a date and venue to be decided by the Executive, but shall take place before 30 November each year. The business of the meeting shall be to receive the Annual report and to approve the audited accounts as required by this Constitution and to transact any other business.

1.8.2 Notice of any General Meeting of the Association, including the date, and venue shall be circulated to all Member Schools at least two weeks before the date of the meeting.

1.8.3 Any member school shall have the right to attend any General Meeting and to vote.

1.8.4 The Executive may at any time, or upon the written request of ten Member Schools convene a Special General Meeting for any specific purpose. Such a meeting shall be held not more than two weeks after the written receipt of the request.

1.8.5 The quorum at any General or Special Meeting shall be one quarter of the Member Schools.

1.9 VOTING

1.9.1 All Member Schools shall be eligible to one vote at all General or Special Meetings.

1.9.2 Voting at any General or Special Meeting shall be by voices or show of hands, except that a ballot shall be held if any member requests it.

1.9.3 At any Meeting, the Chairperson, where necessary, shall have a casting vote in addition to their personal vote.

1.10 EXECUTIVE

1.10.1 The Executive shall consist of the :

- a) Regional Sports Director (RSD)
- b) Three Principals from the Taranaki Secondary School Principals Association (one of whom will be the Chairman of the Executive)
- c) CEO of Sport Taranaki
- d) One within school Sports Coordinator (appointed by the Taranaki Secondary School Principals Association)

1.10.2 Of the three elected Principals, the one (1) longest serving Principal will automatically be up for re-election and either replaced or re-appointed, by secret ballot, in Term 3 each year. If one (1) or more Principals have the same term then the one (1) Principal up for re-election will be decided by ballot by the TSSPA. Any members of the Executive may be reappointed for any number of terms. Any TSSPA member who holds a NZSSSC Executive position will automatically be a member of the TSSSA Executive. This can either be within or in addition to the three (3) Principal appointments

1.10.3 The quorum at any Executive Meeting shall be four persons.

1.10.4 A meeting of the Executive may be called at any time by the Chairperson and the RSD and shall be called within 14 days of receipt by the RSD of such a request.

1.10.5 The Executive may appoint to fill any vacancy on the Executive.

1.11 POWER AND DUTIES OF THE EXECUTIVE

1.11.1 The Executive shall carry out the Objects in accordance with these Rules and shall decide any matters not here included.

1.11.2 The Executive shall ordinarily meet at least three times in the year.

1.11.3 The Executive shall have the power to appoint sub-committees as required and to appoint representatives to any committee, commission or other affiliated Association, upon request.

1.11.4 The Executive shall have the power to enter into any sponsorship agreement that assists in meeting the Objects of the Association.

1.11.5 The Executive shall have the power to employ other specialist services to assist in meeting the objectives of the Association as it deems appropriate.

1.12 REGIONAL SPORTS DIRECTOR

1.12.1 The Executive shall have the right to appoint a salaried Regional Sports Director.

1.12.2 The remuneration package to be paid to the Director shall be negotiated and approved by the Executive.

1.12.3 The Director shall attend Executive, General and Special Meetings as required by the Executive.

1.12.4 The duties and functions of the Director shall be specified by the Executive within any guidelines which may be agreed at a General Meeting. These may include the keeping of all expenditures, accounts and provision of a Statement of Accounts where required.

1.12.5 The Executive shall assist in the management of the Director's office.

1.13 FINANCE

1.13.1 The Association shall have a current account at a Bank approved by the Executive,

which may be operated by any two of the Chairperson, Secretary-Treasurer and Director.

- 1.13.2 The financial year of the Association shall be from 1 January to 31 December of the same year.
- 1.13.3 The Association shall have the power to invest such sums of money as it from time to time deems necessary in any matter and which the Executive in its discretion thinks fit.
- 1.13.4 The Executive in its discretion may make any charge to any person, Member or otherwise, for the use of any Association property or privilege. No member of the Association shall receive any profit from the Association but members may be paid reasonable expenses when on the Association's business, subject to the approval of the Executive.
- 1.13.5 No member or person associated with a member of the organization shall derive any income, benefit or advantage from the organisations where they can materially influence the payment of the income, benefit or advantage. Except where that income, benefit or advantage is derived from professional services to the organization rendered in the course of business charged at no greater rate than current market rates.
- 1.13.6 Members of the management committee must declare conflicts of interest when they arise.

1.14 HONORARY AUDITOR

The Honorary Auditor shall be appointed at the Annual General Meeting of the Association and shall not be a member of the Executive.

1.15 HONORARY SOLICITOR

An Honorary Solicitor shall be appointed at the Annual General Meeting of the Association and shall not be a member of the Executive.

1.16 ALTERATIONS

- 1.16.1 These Rules may be altered, added too or rescinded at a General Meeting of the Association, provided two thirds of those present and eligible to vote are in favour.
- 1.16.2 Notice of the proposed changes shall be sent in writing to all Members at least 14 days prior to the date of the Meeting.
- 1.16.3 Such changes that are approved shall come into effect when approved by the Register of Incorporated Societies, except that a later date may be approved at a General Meeting.
- 1.16.4 No addition to or alteration or recession of the rules shall be approved if it affects the pecuniary profit clause.

1.17 BY LAWS

The Executive may make such By Laws for the conduct of the Association's business as it seems fit, conditional on such By Laws being subsequently ratified at a general meeting of the Association.

1.18 COMMON SEAL

The Common Seal of the Association shall be kept in the custody of the Director and shall be affixed only in the presence of the two members of the Executive pursuant to a resolution of the Executive.

1.19 WINDING UP

The Association may be wound up if the Members, at a General Meeting, pass a resolution by a simple majority requiring the Association to be wound up and the resolution is confirmed at a subsequent General Meeting called for that purpose and held no earlier than 30 days after the date on which the resolution to be confirmed was passed. Such a second meeting may also direct the method of disposition of the funds and property of the Association after such dissolution, provided that such funds and property shall not be distributed amongst Members but used to further a charitable purpose or purposes as defined in Section 5 (1) of the Charities Act 2005.

EXECUTIVE MEMBERS

Name: Paul Veric, Chairperson

Signature: _____

Date: 10 DEC 2018

Name: Paula Wells

Signature: _____

Date: 11/12/18

Name: Howie Tamati

Signature: _____

Date: 10/12/18

Name: Rachel Williams

Signature: _____

Date: 10/12/18

Name: Tara Potter

Signature: _____

Date: 5/12/18

Name: Karen Gillum-Green

Signature: _____

Date: 5/12/18