



## **CONSTITUTION FOR THE SOUTH AFRICAN GIRLS' SCHOOLS ASSOCIATION**

### **1. NAME**

South African Girls' Schools Association (SAGSA) hereinafter referred to as the "Association".

### **2. MISSION STATEMENT**

We aim to promote discerning critical educators and productive educational discourse, sensitive to the needs of the society we serve so that best practice can be safeguarded and/or developed.

### **3. OBJECTIVES**

- 3.1 To provide a forum for constructive ideas relevant to the education of girls.
- 3.2 To provide networking and support for colleagues.
- 3.3 To provide a credible voice of educational expertise to comment on the effect of the curriculum on the teaching of girls.
- 3.4 To foster the continuation and promote the relevance of girls' schools in South Africa.
- 3.5 To establish links with international associations of Principals of Girls' Schools.

### **4. POWERS OF THE ASSOCIATION**

- 4.1 To acquire movable and immovable property and to sell, use, mortgage, pledge, encumber, lease, exchange, donate or otherwise deal with the property.
- 4.2 To collect, borrow, solicit, and accept any asset or monies for the purpose of forming and carrying out the objectives of the Association.
- 4.3 To invest and lend any monies not immediately required for any of its objectives in such a manner as may be determined from time to time by the Executive Committee.
- 4.4 To undertake any activity deemed necessary by the Association to extend its ability to carry out its objectives and serve its members.
- 4.5 To employ staff deemed necessary by the Association to extend its ability to carry out its objectives and serve its members.
- 4.6 To take part in any form of consultation, litigation, and dispute resolution proceedings within the scope of the Association's objectives.

## **5. MEMBERSHIP**

- 5.1 Officially appointed Principals of Girls' Schools in RSA.
- 5.2 Officially appointed/designated Deputy Principals of Girls' Schools in R.S.A.
- 5.3 Acting Principals of Girls' Schools in South Africa.
- 5.4 Any members of the Association may be granted honorary membership by the Association. Honorary members shall not be entitled to hold office.
- 5.5 Membership shall lapse when subscriptions are in arrears.
- 5.6 Membership may be terminated by written notice to the Association and shall take effect upon receipt of such notice by the secretary.
- 5.7 The Association reserves the right to terminate membership if the member has failed to comply with the objectives of the Association or to any code of ethics to which the Association may subscribe.

## **6. ACTIVITIES**

The activities of the Association shall include, but not be limited to:

- 6.1 An annual conference of the Association.
- 6.2 Other activities required to fulfil the objectives of the Association.

## **7. ADMINISTRATION**

- 7.1 The control, management, administration and business of the Association shall be performed by the Executive Committee.
- 7.2 All agreements, contracts, powers of attorney and other documents requiring signature or authorisation on behalf of the Association, shall be signed by such persons as may be appointed by the Executive Committee.
- 7.3 The Executive Committee shall have the power to delegate authority to a subcommittee or task group, duly formed for a particular purpose.

## **8. EXECUTIVE COMMITTEE**

The Executive Committee shall consist of the following office bearers:

- 8.1 A President
- 8.2 A Vice-President
- 8.3 A Secretary
- 8.4 A Treasurer
- 8.5 An additional member.

The Executive Committee has a three-year non-renewable term of office.

## **9. ELECTION OF THE EXECUTIVE COMMITTEE**

- 9.1 The Members shall elect the office bearers of the Executive Committee of the Association at the Annual General Meeting.
- 9.2 Only paid-up full members are eligible to stand for election and to vote.
- 9.3 For the election of the Executive Committee, nominations will be made via written nomination which includes proposer, seconder and acceptance by the proposed candidate.
- 9.4 If there are more nominations than vacant positions on the Executive Committee, those elected will be those who have received a majority of votes.
- 9.5 At least one member of the Executive Committee should be re-elected from one three year term to the next. A maximum of 2 members may be re-elected.
- 9.6 No member may serve more than 2 two consecutive terms on the Executive Committee.
- 9.7 The Executive Committee should contain at least one Primary School and one High School member, as well as one Public School and one Private School member.
- 9.8 Should a vacancy/vacancies arise, the Executive Committee may co-opt a member/members to fill such vacancy/vacancies until the next Annual General Meeting.
- 9.9 The Executive Committee may co-opt an additional person, for a specified period of time, should specific skills be required. Should one of the principals of the schools hosting the conference in any given year, not be a member of the executive committee, this co-opted member should be one of the hosting principals.

## **10. DUTIES, RESPONSIBILITIES AND POWERS OF THE EXECUTIVE COMMITTEE**

### **10.1 PRESIDENT**

- 10.1.1 Shall call meetings of the Executive Committee and the Association.
- 10.1.2 Shall preside at all meetings of the Association and the Executive Committee.
- 10.1.3 Shall have a deliberate vote.
- 10.1.4 Shall be the only spokesperson of the Association on policy matters.
- 10.1.5 Shall prepare a written Annual Report of the activities of the Association for the Annual General Meeting.
- 10.1.6 Shall delegate responsibilities to the Vice-President when required.

### **10.2 VICE-PRESIDENT**

- 10.2.1 Shall assist and deputise on behalf of the President as required.

### **10.3 SECRETARY**

- 10.3.1 Shall take and keep Minutes of the Association and the Executive Committee.
- 10.3.2 Shall call meetings of the Association and the Executive Committee as directed by the President.

10.3.3 Shall receive and dispatch correspondence on behalf of the Association.

#### 10.4 TREASURER

Shall manage the finances of the Association.

#### 10.5 ADDITIONAL MEMBER

Shall assist and deputise on behalf of the Secretary as required by the Executive Committee.

10.6 All decisions regarding any amendments to the Constitution, shall only be taken at the annual AGM.

### 11. FINANCE

- 11.1. A registration fee per school shall be payable upon joining the Association.
- 11.2. The registration and membership fee will be determined at an Annual General Meeting by simple majority vote.
- 11.3. A current account shall be opened at a bank to be determined by the Executive Committee.
- 11.4. Signatories may be any two of the following: President, Vice-President, Secretary and Treasurer.
- 11.5. Auditors shall be appointed by the Executive Committee with approval of the Annual General Meeting.
- 11.6. The Treasurer's Report and an audited Financial Statement shall be presented at the Annual General Meeting.
- 11.7. Membership fees shall not be refundable.
- 11.8. A Financial Report shall be presented at every Executive Committee Meeting.
- 11.9. All payments should be directed through the treasurer, except payments linked to conference arrangements, which shall be directed through the Financial Administrator and approved by the treasurer.

### 12. MEETINGS AND QUORUM

The following meetings shall be held:

- 12.1 The Annual General Meeting, thirty days' notice of which shall be given to members.
- 12.2 Special meetings called by the Executive Committee where the need arises.
- 12.3 The quorum of Executive Committee Meetings shall be half plus one member.

### **13. SUB COMMITTEES**

The Executive Committee shall establish Sub Committees for specific purposes at its own discretion or as directed by any decisions made at Annual General Meetings. All work done by the Sub Committee or undertaken under the supervision of the Sub Committees shall not be final until ratified by the Executive Committee or a General Meeting.

### **14. LEGAL ACTION**

The Association shall be a separate legal entity and shall have perpetual succession as a legal person separate from its members. The Association shall be entitled to sue and be sued in its own name.

### **15. LIMITATION OF RIGHTS AND LIABILITIES OF MEMBERS**

Membership of the Association does not and shall not give to any member any proprietary rights, title or claim to, or any interests in any of the property or assets or income of the Association, nor shall a member by such membership incur personal financial liability in respect of any claim made or action brought against the Association or in respect of any loss incurred by the Association. The property and income of the Association shall be used solely to further the aims and objectives of the Association, and no portion thereof shall be transferred directly or indirectly through the medium of dividends, bonuses or other means, as profit to members.

### **16. AMENDMENTS TO THE CONSTITUTION**

- 16.1. The Constitution may be amended by way of a proposal of an amendment to the Constitution, by the Executive Committee or any member. At the AGM, the proposal is tabled as a Resolution and voted on. If it is accepted, then the Constitution will be amended.
- 16.2. No amendment shall be considered unless at least thirty days prior notice of the proposed amendment has been given to the President.
- 16.3. Such notice shall be transmitted to all representatives at least two weeks prior to the meeting at which it is to be considered.
- 16.4. Any such amendment shall require a two third majority vote of the Association.

### **17. DISSOLUTION OF THE ASSOCIATION**

- 17.1. The Association may be dissolved after such resolution has been passed by a two third majority of representatives present at a meeting.
- 17.2. A proposal for the dissolution must be submitted to the Secretary at least three months prior to such meeting.
- 17.3. In the event of dissolution, any remaining assets of the Association shall, after the liabilities of the Association have been discharged, be transferred to:
  - 17.3.1. An organisation approved as a Public Benefit Organisation; or
  - 17.3.2. Any institution, board or body established by or under law which is exempt from tax, whose sole or principal object is the carrying on of any approved public benefit activities.

## 18. INTERPRETATION OF THE CONSTITUTION

The interpretation of the Constitution shall be determined by the Executive Committee.

Signed at Johannesburg this 30<sup>th</sup> day of **May 2024**.

Phillipa Erasmus  
President

Erica Hayes Hill  
Treasurer

Belinda Petersen  
Secretary