

ANCHORAGE PARK SCHOOL
POLICY STATEMENT - PARENT TEACHER ASSOCIATION (PTA)

NAG 2.4:

RATIONALE:

The Parent Teacher Association (PTA) plays an integral role in parent liaison, fundraising ventures and events that benefit the school and the children.

PURPOSES:

- 1 To foster goodwill through organising events for the school's community.
- 2 To organise fundraising that will supplement the school's operational grant and include the purchase of designated items of equipment as approved by the Board.
- 3 To organise the activities in such a way that social or financial returns reflect the hours committed by the members.
4. To promote positive communication between home and school.

GUIDELINES:

- 1 The PTA will meet regularly (usually twice a term) with the election of officers and committee members at the February / March meeting.
- 2 The Principal and / or another Board member will attend each PTA meeting.
- 3 The PTA has the delegated authority to fundraise on behalf of the Board of Trustees.
- 4 The PTA, through the Principal, will consult with and seek approval from the Board of Trustees for each year's proposed fundraising ventures.
5. All income and expenditure will be recorded and reported as part of the Board of Trustees monthly financial reporting.
6. The PTA Treasurer (or Principal) will present a financial report at each PTA meeting.
7. PTA income and expenditure is recorded in the Board of Trustees Annual Financial Report as part of the school's locally raised funds.
8. PTA Meetings are to follow parliamentary guidelines with the keeping of accurate minutes, correspondence, financial report, Principal's report and General Business.
9. The Board of Trustees will provide the PTA annually with a statement of accounts.

Signed: (Board Chairperson) (Principal)

Date: Nov 2017 March 2015 June 2012