

SUB-COMMITTEE OBJECTIVES AND RULES

A. Objectives

- (i) To arrange and co-ordinate activities for the benefit of the school and its students.
- (ii) To provide a forum for the exchange of ideas and their development on a friendly and informal basis.
- (iii) To provide the Executive of the P&C with researched, considered and costed proposals for fundraising initiatives, programs or ways to improve current services for the benefit of the school its students. To raise funds for the benefit of the school and its students.
- (iv) To raise funds for the benefit of the school and its students.

B. Rules

- (i) Each Sub-Committee shall consist of a minimum of two (2) people.
- (ii) The Chairperson will call for volunteers for the Sub-Committee.
- (iii) People joining Sub-Committees will need to become financial members of the P&C.
- (iv) Any person refused membership to a Sub-Committee and aggrieved by that decision may appeal to the Executive whose decision will be final.
- (v) The Chairperson will conduct and convene all meetings for the convenience of the Sub-Committee and will conduct the meetings with as little formality as possible.
- (vi) Minutes of Sub-Committee meetings are not required but Records of the Sub-Committee's decisions and/or recommendations should be documented. The Sub-Committee Chairperson may appoint a secretary from the Sub Committee's membership for this purpose.
- (vii) The Sub-Committee shall report to the Executive one (1) week before each scheduled P&C Committee throughout the 2009 year. Each report shall be in writing and will contain in detail recommendations and a costing for the initiative that the Sub-Committee would like to see implemented by the Executive or the P&C. The Chairperson of the Sub Committee and one other member of the Sub Committee may attend an Executive Committee meeting to discuss the Sub Committees report on prior request which is approved by the Executive.
- (viii) The Executive in its sole discretion may either:-
 - (a) Approve or reject ideas or recommendations;
 - (b) Request further information or investigation of ideas and/or recommendations; or
 - (c) Refer ideas or recommendations to P&C Committee.

Any Sub Committee member aggrieved by a decision of the Executive pursuant to this clause may list the issue as an agenda item at the next P&C Meeting.

- (ix) In the event of a tied vote on any matter to be determined by a sub-Committee, the Chairperson may exercise a casting vote.
- (x) The chairperson of a sub committee may seek directions from the Executive on any matter arising in the course of the sub committee's activities.
- (xi) The Executive may revoke the appointment of a Chairperson where it is reasonable in the circumstances to do so and may appoint an interim replacement until a new appointment is made by the membership at the next P&C meeting.
- (xii) In the event a Chairperson of a Sub Committee resigns for any reason, the members of the Sub Committee will appoint an interim replacement from their own members who will hold the position until this is ratified or altered by a decision of the P&C at the next P&C meeting.