

S A S G B

Sheffield Association of School Governing Bodies

Constitution

1. Name

- 1.1. The organisation will be called the Sheffield Association of School Governing Bodies hereinafter referred to as SASGB

2. Aims

- 2.1. To be a democratic forum open to the Governing Bodies of all schools maintained by the Sheffield Local Authority (LA) (including community, foundation, aided and voluntary controlled schools, Trust schools and Academies) which decide to join.
- 2.2. To co-ordinate policy on matters of mutual concern within the city.
- 2.3. To work together in partnership and in co-operation with headteachers, school staff, parents, students and the local authority in order to promote a stronger cohesion between schools across the sectors of education and encompassing the different communities in the city.
- 2.4. To be a base for communication between the Governing Bodies of different schools and for sharing good practice in the delivery of school aims and values.
- 2.5. To be a collective channel of communication with the Children & Young People's Service (CYPS) and a mechanism for consultation and negotiation on matters affecting schools generally, curriculum development, overall resourcing, formula funding, other central services and future policy.
- 2.6. To liaise with the CYPS Governor Support Team on all matters of mutual concern.
- 2.7. To make representations to the CYPS, Local Authority, Central Government and other relevant authorities on matters of common concern.
- 2.8. To offer advice to member Governing Bodies who request it.

3. Principles

- 3.1. Membership of SASGB will be open to Governing Bodies of all those schools maintained by the Sheffield CYPS, or by direct central funding, which decide to join. Each such member will have equal rights including voting rights.
- 3.2. SASGB will be independent of the Local Authority and of any political party and will welcome the participation of governors irrespective of their role in, or membership of, any political party.
- 3.3. Members of SASGB will be expected to show respect for the integrity with which other members hold views which might differ from their own.

- 3.4. SASGB will be a member of the National Governors Association.

4. Organisational framework

- 4.1. The Executive Committee shall comprise up to 12 members.
- 4.2. Governing bodies shall submit requests for action on a number of issues to the Executive Committee. A representative from any member governing body can attend the Executive.
- 4.3. Governing bodies can form themselves into groups for mutual benefit. Any group so formed shall elect a delegate to report to the Executive.
- 4.4. Minutes of any such group meetings shall be submitted to the Executive Committee.

5. The Annual General Meeting

- 5.1. SASGB will hold an Annual General Meeting (AGM) open to all governors of member schools. One nominated governor, or their substitute, of each member governing body will carry voting rights.
- 5.2. Each AGM will:
 - 5.2.1. Elect one third of the members of the Executive on a rotational basis. Nominations need to be submitted to the Secretary 21 days in advance. Nominators, seconders and nominees need to be members of member governing bodies
 - 5.2.2. Consider and debate a report from the Executive Committee on its year's work
 - 5.2.3. Consider and resolve proposals submitted by member Governing Bodies or the Executive Committee
 - 5.2.4. Consider any proposals to change the constitution of which at least 21 days' notice has been given to the Secretary
 - 5.2.5. Receive accounts from the Treasurer in accordance with Charity Commission rules.
 - 5.2.6. Appoint a Scrutineer for the following year.
 - 5.2.7. Conduct any other business as may be determined by the Executive Committee.
 - 5.2.8. Determine membership fees for the following year
- 5.3. Changes to the constitution must be approved by two thirds of those present and voting at the AGM. All other decisions are decided by a simple majority.
- 5.4. The quorum for the AGM will be the representatives of 10 member Governing Bodies.

6. The Executive Committee

- 6.1. Between Annual General Meetings the affairs of SASGB will be managed by the Executive Committee which will meet at least once per term and be responsible for:
 - 6.1.1. Implementing the decisions of the AGM

- 6.1.2. Giving leadership
- 6.1.3. Responding to proposals and initiatives from individual members and Governing Bodies
- 6.2. The Executive Committee of the Association will comprise:
 - 6.2.1. 12 members elected at the AGM on a rotational basis of one third per annum, for a term of office of 3 years.
- 6.3. The Executive Committee (EC) will:
 - 6.3.1. Elect the Chair and 2 Vice Chairs.
 - 6.3.2. Appoint the Treasurer, Secretary and Newsletter Editor annually, any or all of whom may be ex officio. Any conflict of interest of any EC member must be declared. Members of the EC should represent all school phases as far as possible. The EC shall select SASGB representatives for CYPs committees, Local Authority committees, working groups etc.
 - 6.3.3. Co-opt members as it thinks fit in order to ensure that all education sectors are represented
 - 6.3.4. Be responsible for the day to day work of the Association
 - 6.3.5. Ensure that Officers represent the Association effectively in a manner that reflects its aims and current policies.
 - 6.3.6. Appoint such sub-committees and/or negotiating teams from its own membership as may be required from time to time.
 - 6.3.7. Appoint representatives to local, regional or national bodies in order to represent and further the aims of SASGB.
 - 6.3.8. Publish regular newsletters to keep member Governing Bodies informed of events.
- 6.4. A quorum for Executive Committee meetings shall be not less than one third of its total membership.

7. SASGB's financial year shall coincide with Sheffield schools financial year.

- 7.1. In the event of dissolution, the net assets of SASGB shall be distributed in proportion to the fee paid, to those school Governing Bodies which are currently members.

Version

This version of the constitution was created on 05 January 2007 and was approved and adopted by the 2007 AGM