

**HKUGA Primary School Parent-Teacher Association Constitution**  
**Revision History** (Updated as at November, 2016)

<b>Revision</b>	<b>Details</b>	<b>Effective</b>
0	<b>Initial Document</b>	June 2004
1	<b>Addition of New Clause 11 and Election Bylaws as an Annex</b> to govern the process of the election of Parent Manager and Alternate Parent Manager for nomination to the Incorporated Management Committee of the School as required by the Education Ordinance.	June 2007 (Approved by AGM held on 22.6.2007)
2	<ul style="list-style-type: none"> <li>i. <b>Altered Clause 4.1.3</b> to allow for automatic membership for all Ordinary Member;</li> <li>ii. <b>Altered Clause 5.1.2</b> to revise the AGM date from June to November in each year;</li> <li>iii. <b>Altered Clause 5.2.4</b> to revise the commencement date of the term of office of the Committee Member in line with the change in AGM date.</li> </ul>	June 2009 (Approved by AGM held on 26.6.2009)
3	<ul style="list-style-type: none"> <li>i. <b>Altered Clause 1</b> to ensure the Association be registered under the Societies Ordinance;</li> <li>ii. <b>Altered Clause 4.1.1</b> to update that School Management Committee has been changed to Incorporated Management Committee</li> <li>iii. <b>Altered Clause 4.2.6</b> to clarify Ordinary Members have no voting rights prior to payment of the due membership fee;</li> <li>iv. <b>Altered Clause 4.4 and Addition of Clause 4.4.3</b> to define the cessation of membership;</li> <li>v. <b>Altered Clause 5.1.3</b> to provide reasonable flexibility for the businesses of the AGM:</li> <li>vi. <b>Addition of Clause 5.2.9 (c) and Altered Clause 5.2.10</b> to clarify that the office of a Committee Member shall be ipso facto vacated if he/ she ceases to be member of the Association;</li> <li>vii. <b>Addition of Clause 5.2.12, 11.6 to 11.11 and Altered Clause 11.1</b> to clarify the roles of Parent Manager and Alternate Parent Manager, their by-election as well as their working relationship with the Standing Committee;</li> <li>viii. <b>Addition of Clause 2.3 and Altered Clauses 3.1, 3.2 and 3.5 of the Annex</b> to refine the Parent Manager and Alternate Parent Manager Election Bylaws as needed.</li> </ul>	Nov 2010 (Approved by AGM held on 5.11.2010)

4	<ul style="list-style-type: none"> <li>i. <b>Altered Clause 4.4.3</b> to extend the membership of the current Ordinary Standing Committee Member whose child cease studying in the School until the first General Meeting held after the child cease studying in the School;</li> <li>ii. <b>Altered Clause 5.2.4</b> to clarify that the limitation of holding office for no more than 2 consecutive terms applies to the election within Standing Committee only, while re-election at General Meeting is always allowed;</li> <li>iii. <b>Altered Clause 11.3</b> to add the version date of the Annex as reference to avoid ambiguity.</li> </ul>	Nov 2012 (Approved by AGM held on 2.11.2012)
5	<ul style="list-style-type: none"> <li>i. <b>Altered Clause 4.3.2 Deletion of an outdated illustration:</b> “ The membership period for year 2004-2005 should be from 5<sup>th</sup> June 2004 to 31<sup>st</sup> August 2005.”</li> <li>ii. <b>Altered Clause 5.2.4. Deletion of an outdated illustration:</b> “ the term of office of the Committee Members commencing from 1<sup>st</sup> July 2008 should be extended for five months until end of November 2010”</li> <li>iii. Altered Clause 11.4. The timings of Parent Manager Election shall be in May / June every year.</li> <li>iv. <b>Addition of New Clause 2.2d of the Annex</b> to clarify the eligibility of Parent Manager candidature.</li> <li>v. <b>Altered Clause 3.1 &amp; Clause 8.2 of Annex</b> to refine the nomination and tenure of Parent Manager and Alternate Manager in accordance to IMC decision that made on 2 May 2014 regulating the term of office for any persons nominated as Managers shall be one academic year commencing from 1<sup>st</sup> September or thereafter upon completion of Manager registration to the end of that school year.</li> </ul>	Nov 2014 (Approved by AGM held on 7.11.2014)

6	<p>i. <b>Altered Clause 6.4</b> to clarify the annual statement of account and balance sheet shall be “reviewed” instead of “audited”;</p> <p>ii. <b>Altered Clause 3.3 &amp; Clause 4.1 of Annex</b> to refine the nomination right and voting right from family to each parent of the family, or legal custody where appropriate.</p>	<p>Nov 2016 (Subject to the approval of the AGM to be held on 6.11.2016)</p>
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