

Governance of a Merged PTA



The Friends
of Woolton Hill
Junior School

The Friends hereby agree to take over operation of the St. Thomas Infant School PTA assets and activities. In accordance with our constitution [ref: clause 3.7] this document defines the purpose and management of existing PTA funds and the handling of new income; it shall be presented and adopted at our AGM, or an interim EGM, in order to discharge our duty to declare to all our members how we spend our donations. It also notifies of proposed minor changes to the association details.

Subject to a successful vote to dissolve the St. Thomas Infant School PTA and transfer their assets to the Friends, we propose the following is enacted:

Association Details

It is proposed to update the association details [ref: clause 1] as follows:

- 1.1 'Type' *remains* 'Friends Association'
- 1.2 '**Association Name**' is changed to '**Friends of Woolton Hill Schools**'
- 1.3 'School name' *remains* 'The Schools of Woolton Hill' i.e. we operate for the benefit of the entire Federation.

NB: Since the Friends membership already includes parents/guardians of pupils and school staff working at St. Thomas Infants, everyone impacted by this governance proposal already has a right to vote at the Friends AGM on adoption of this merger document. A separate vote will take place regarding dissolving the Infants PTA.

Restrictions on the use of Historic Funds

In order to preserve the intention and expectations of members prior to the merging of the PTAs, any funds remaining in the accounts of PTA organisations *at the time of merging* shall be accounted for separately and payment made from these funds only for the benefit of their respective individual schools, for a maximum period of 2 years. The scope of any benefit, and thus eligibility for access to these historic funds, shall be decided by agreement at a PTA committee meeting prior to making a payment.

After a period of 2 years has passed since the time of merging, any remaining historic funds will be moved to the Joint Fund (see below.)

NB: The *time of merging* shall be the moment when both this document has been adopted and St. Thomas PTA has voted to be dissolved.

Operation of the Joint Fund

Subsequent to the time of merging, all new income received by the PTA may be used to support either school or the Federation as a whole. This shall be known as the Joint Fund.

Where a benefit is identified by the committee as applying only to one school, payment to the school shall be limited to a proportion of the Joint Fund according to the pro-rata number of pupils in education at the school at the time. This is to ensure funds continue to be used for the benefit of all pupils across the federation.

Example: £10k of new funds are available. 100 pupils are at St Thomas out of 230 in total. Thus a maximum of: $100/230 * £10,000 = £4348$ can be used for the benefit of St Thomas pupils only.

This restriction shall be applied to each payment made for the benefit of one school. Payments for the benefit of all pupils from the Joint Fund are not restricted.