

TEMPLATE OF BYLAWS FOR THE PARENTS' ASSOCIATION OF AN EDUCATIONAL COMMUNITY

1. Name and Domicile of the Association

The name of the Association is _____ ry

and it operates in connection with _____ (nursery school, school, educational institution) and its domicile is _____ (municipality).

2. Purpose of the Association and Forms of Activity

The purpose of the Association is to

- promote the interaction and cooperation between the parents of children and youth and the educational community.
- support homes and educational communities in creating a safe and healthy learning and growth environment for children and youth and to promote their well-being.
- bring out parents' views on issues regarding educational communities, teaching and upbringing.
- serve as a forum for cooperation, peer support and advocacy work for the parents of children and youth.

To achieve its purpose, the Association

- examines the activities of the educational community and the organization of teaching.
- organizes negotiation, discussion and other similar events and parents' evenings in cooperation with the educational community.
- provides information about the activities of the parents' association and supports the communication between parents and the educational community.
- communicates with the parties of the educational community and works in cooperation with parties working for the benefit of children and youth.
- can provide operational and financial support to the educational community, the student council activities and club and hobby activities.
- monitors municipal decision-making, submits proposals and initiatives and participates in promoting the well-being of children and youth in its area of operation.

The Association may fund its activities by public financial aid, by collecting membership fees and by organizing e.g. events, raffles and fund-raisers, after obtaining the appropriate licence. The Association may accept donations and legacies and own immovable and movable property that is necessary for its activities.

The Association is politically and religiously non-aligned. The Association is a member of the Finnish Parents' League (Suomen Vanhempainliitto ry).

3. Members

The children's parents and guardians and the staff in the educational community/communities mentioned under Section 1 can be approved as ordinary members of the Association. A person or an incorporated society can be approved as a supporting member of the Association. Ordinary and supporting members are approved by the Board of the Association upon application. The Board decides the approval procedure of the members and the criteria for approval.

A person who has considerably promoted or supported the activities of the Association may be invited on the proposal of the Board to become an honorary member in the General Meeting of the Association. The ordinary members of the Association have one vote each in the meetings of the Association. Supporting members and honorary members have the right to attend and speak at the meetings of the Association.

4. Membership Fee

A membership fee may be collected from the ordinary and the supporting members of the Association. The Annual General Meeting of the Association confirms the amount of the fee for each member group. The membership fee is due for payment within the period specified by the Board. Honorary members do not pay membership fees.

5. Resignation or Dismissal of Members

Members have the right to resign from the Association by notifying the Board or its Chair in writing, or by announcing their resignation in a meeting of the Association to be recorded in the minutes. The Board may dismiss a member from the Association if the member has neglected the payment of their overdue membership fee or has otherwise failed to fulfil the obligations they have agreed to by joining the Association, or if the member's actions within or outside the Association have caused considerable harm to the Association, or if the member no longer fulfils the membership criteria provided for by law or the bylaws of the Association.

6. Board

The affairs of the Association are managed by the Board, which consists of the Chair and 4–12 other regular members and 0–12 deputy members elected at the Annual General Meeting. The term of office for the Board is the time between General Meetings. The Board elects a Vice Chair from among its members, and a secretary, a treasurer and other necessary officials from among or outside the members of the Board. The Board convenes at the invitation of the Chair or, if the Chair is unavailable, the Vice Chair, whenever they deem it necessary or when at least half of the members of the Board demand it.

The Board constitutes a quorum when at least half of its members, including the Chair or Vice Chair, are present.

The Board of the Association may establish committees and sections for separately specified duties, who are accountable to the Board.

7. Signing on Behalf of the Association

The name of the Association may be signed by the Chair and Vice Chair of the Board together, or either of them together with the secretary, treasurer or another official designated by the Board.

8. Accounting Period and Operations Inspection

The period of operation and accounting period of the Association is 1 August – 31 July. The financial statements and the annual report must be presented to the operations inspector for review at least one month before the Annual General Meeting. The operations inspector must present their written statement to the Board at least two weeks before the Annual General Meeting.

9. Remote Participation

The meeting or the Board of the Association may decide that the General Meeting of the Association may also be attended by mail or using a data communication link or other technical equipment during or before the meeting. The meeting or the Board of the Association may decide that the General Meeting of the Association will be held without a meeting place so that the members exercise their power of decision in real time using a data communication link and technical equipment during the meeting. The Board announces the participation options in the invitation to the meeting and provides instructions for participation.

10. Annual General Meeting of the Association

The Annual General Meeting of the Association is held annually no later than October. Each ordinary member has one vote in the General Meeting of the Association. The opinion that has been supported by more than half of the cast votes shall be the final decision of the General Meeting of the Association. If the votes are tied, the Chair of the General Meeting shall have the casting vote, except in the case of elections, in which case the decision shall be taken by lot.

An extraordinary meeting of the Association is held whenever the Board deems it necessary or a meeting of the Association so decides or at least one tenth (1/10) of the voting members of the Association request in writing that a meeting is held to discuss specific matters.

11. Convening a Meeting of the Association

The Board must convene a meeting of the Association at least seven days before the meeting by letters posted or an electronic message sent to the members.

12. Annual General Meeting

The following items are discussed at the Annual General Meeting of the Association:

1. Opening of the meeting.
2. Elect the chair, secretary, two examiners of the minutes and, if necessary, two vote counters.
3. Establish the legality and quorum of the meeting.
4. Approve the agenda for the meeting.
5. Present the Association's annual report, financial statements and the statement of the operations inspector for the previous period of operation and accounting period.
6. Confirm the financial statements for the previous accounting period and grant discharge of liability to the Board of the Association and other accountable persons or decide on the measures necessitated by the governance of the Association.
7. Elect the Chair and other members of the Board.
8. Elect an operations inspector and a deputy operations inspector to inspect the finances and governance for the current period of operation.
9. Confirm the amount of the membership fees.
10. Confirm the plan of operations for the current period of operation.
11. Confirm the budget for the current period of operation.
12. Discuss other matters stated in the invitation to the meeting.

If a member of the Association wants to have a matter discussed at the General Meeting of the Association, they must notify the Board of this in writing in good time to allow the matter to be included in the invitation to the meeting.

13. Amendment of Bylaws and Dissolution of the Association

The decision to amend the bylaws and dissolve the Association must be made at a meeting of the Association by a majority of at least three quarters (3/4) of the votes cast. The invitation to the meeting must mention the amendment of the bylaws or the dissolution of the Association.

On dissolution, the assets of the Association will be used to advance the purpose of the Association in the manner decided by the meeting that made the dissolution decision. If the Association is abolished, its assets will be used for the same purpose.

Preliminary check performed on 26 May 2023

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SUOMEN VANHEMPAINLIITTO – FINNISH PARENTS' LEAGUE
