



Constitution of the Taipei European School's Association

Chapter 1 General Provision

Article 1 Association Name and Address

The name of the Association is the “Taipei European School Association” and shall hereinafter be referred to as the TES Association. The TES Association (TESA) is located at the Swire European Campus, 31, Chien Yeh Road, Taipei 111, Taiwan.

Article 2 Purpose

The purpose of the TES Association is to support the mission of the Taipei European School, namely “to provide educational excellence and European culture and values within the context of Taiwanese society.”

Chapter 2 Organisation and Functions

Article 3 Management

The TES Association is governed by the TES Board of Governors.

Article 4 TES Association Membership

All parents, or guardians of children in the TES, will automatically become members of the TES Association. Family units constitute one member and therefore have one vote.

Members of the TES Association are expected to support the mission of TES.

Individuals, who are not parents or guardians of children at the TES and are residents of Taiwan, may be invited by the majority vote of the TES Board of Governors to become members of the TES Association.

These members will be called Community members of the TES Association and they shall have voting rights. They are also eligible to be nominated to stand as candidates for election to be an officer of the TES BOD and TES BOG.

Their membership will be for a period of two (2) years, and their Associate membership can be renewed by The TES Board of Governors without any limitation on the number of times the invitation is made .

Article 5 TES Sub- Associations Membership

The TES Association will have four (4) Sub-Associations, namely the British Sub-



Association, the French Sub- Association, the German Sub- Association and the TES High School Sub-Association.

Parents, and guardians of children, will automatically become members of the respective Sub- Associations that their children attend. Therefore, parents with children in more than one Section will be members of more than one Sub- Association. They will have one vote in each of the respective Sub-Associations that their children attend. Family units will constitute one member and will have one vote.

Article 6 Annual General Meeting

An Annual General Meeting will be held once a year and will be chaired by the Chairman of TES BOG. Extraordinary meetings may be called either on receipt of such a request in writing signed by two (2) members of TES BOG or on receipt of such a request in writing signed by more than 25% of the voting members of the TES Association.

The Secretary of TES BOG will circulate the Minutes of the Annual General Meeting and any Extraordinary Meetings to the members no later than 14 days after the date of the relevant meeting.

Article 7 Duties and Responsibilities of the members of the TES Association

The main duties and responsibilities of the members are:

- Reviewing and approving the Minutes of the Annual General Meeting and any extraordinary meetings;
- Receiving reports from the TES BOG Chairman, CEO, the Headmasters and the heads of the Section Councils.
- Voting on proposals raised in the Agenda of any meetings of the TES Association;
- Nominating and electing four (4) candidates to be members of TES BOG
- Approving any changes to the constitution of the TES Association;
- Approving the dissolution of the TES Association.



Article 8 Duties and Responsibilities of the TES Sub- Associations

The main duties and responsibilities are:

- Supporting the purpose of the TES Association.
- Establishing the constitution or Articles of Association or guidelines for the efficient organisation and operation of the TES Sub-Association.
- Establishing the Section Council, to which will be delegated the management and supervision of all the activities of the TES Sub-Association.
- Electing a minimum of six (6) and a maximum of ten (10) candidates to be members of the Section Council.
- Receiving reports on the work of the Section Council and approving any proposals tabled by the Chairman or head of the Section Council at the Annual General Meeting, or any extraordinary meetings, of the TES Sub-Association.
- Approving any proposal to dissolve the TES Sub Association constitution;
- Approving any proposal to change to the constitution or Articles of Association or guidelines of the TES SUB-Association.
- Any other section specific issues that fall within the responsibility of the TES Association.

Article 9 Quorum for Meetings of the TES Association

The Annual General Meeting requires more than 20% of the membership of the TES Association to be present to establish a quorum and to enable decisions to be valid. Voting by proxy will be allowed.

A member, who may be absent from a meeting for any reason, may give a written proxy to another member to vote on his/her behalf. One member can register a maximum of two proxy votes only.

All decisions shall be by a simple majority of the votes cast at the meeting.

A decision to make any changes to the Constitution of the TES Association or a decision to dissolve the TES Association requires the votes of more than three quarters of the membership of the TES Association.



Chapter 3 TES Section Councils

Article 10 Section Councils

Four Section Councils to support the respective Sub-Associations, namely the British Section Council, the French Section Council, the German Section Council and the TES High School Section Council.

Article 11 Duties and Responsibilities of the Section Councils

The main duties and responsibilities are;

- Preparing the Section budget and managing the Section activities to the approved budget;
- Recruiting, interviewing, selecting, appointing teachers;
- Dismissing teachers, unless legally constrained;
- Deciding on section specific curriculum issues;
- Managing relationship with home country government, where needed;
- Managing Scholarships, where relevant;
- Managing all other Section-specific activities.

Article 12 Term of Office for Section Council members

The respective Sub- Association will elect its minimum six (6), and maximum ten (10), members of its Section Council for a term of two (2) years. Half of the Section Council members should retire each year. They can stand for re-election and there is no limit to the number of their terms.

Article 13 Section Council procedures

The Section Councils will elect one of the members from amongst themselves to sit on the TES BOG.

The Section Councils will be operate at all times in accordance with their Constitution, Articles of Association or guidelines established and approved by their TES Sub-Association. At no time may the Constitution, Articles of Association or guidelines used by any TES Association or Section Council contradict the Constitution of TESBOD or Articles of Organisation of the Taipei European Schools Foundation.



Chapter 4 Election of Section Councils

Article 14 Election Procedure

The respective Sub -Associations elects six (6) of their members to sit on their Section Council.

The Section Councils will organise their elections in close cooperation with TES BOG. Section Councils will determine and publish their own election procedures.

Candidates should be bona fide members of the respective TES Sub- Association.

TES teachers and other employees of TES may be members of a Sub-Association, but may not stand for election to Section Council.

Article 15 Timing of Election

Section Council elections shall be held in May each year. The newly elected Council members will assume office on the next June 1st.

Article 15a Year 2002, transition period

The TES Association will be requested to approve the extension of the term of the sitting TESCO Board members until the December 2002 Annual General Meeting of the TES Association. This will safeguard continuity of management.

The new TES BOG members will start office from the date of their election at the December Annual General Meeting.

In December 2002 each Sub- Association will decide whether the sitting School Board will continue as Section Council or decide to elect the members for the Section Councils.

From December 2002, half of the members will be sitting for 1½ years, and the other half will be serving for 2½ years. As per August 1st, 2004 the members who were sitting for 1½ years only will step down and election will be held.

Chapter 5 Ownership of Constitution

Article 16 Ownership

This Constitution is drawn up on the 13th day of May, in year 2002, by the TES Association.