

1. NAME:

The name of the Association shall be "The New Zealand Secondary Schools Athletic Association (Incorporated)" herein after referred to as the "Association".

2. HEADQUARTERS:

The headquarters of the Association shall be determined by the Annual General Meeting.

3. OBJECTS:

(a) To control New Zealand Secondary Schools Athletic Championships, and Association, events, and to lay down qualifying standards for such meetings.

(b) Where financially possible, to organise and select teams to take part in international competition.

(c) To advance the interests of Athletics generally and of Secondary School Athletics in particular.

(d) To act as a voice for and to oversee the affairs of the North Island Secondary Schools Athletic Association and the South Island Secondary Schools Association subject to the following articles of understanding:

(i) That decisions taken by NZSSAA executive concerning the interest of the North and South Island Associations would be subject to ratification at the AGMs of the NISSAA and the SISSAA.

(ii) That NZSSAA could be directed toward action approved by the AGMs of the North Island and South Island Associations, subject only to approval by the NZSSAA if required.

(iii) That any rationalisation of secondary school athletics (eg, age groups, championship dates, etc.) be taken only after full consultation with affiliated schools and the Regional and Island Associations. (iv)

That the linkage between the Athletic Associations causes no additional costs to the North Island and South Island Associations.

4. MEMBERSHIP.

(a) All Secondary Schools in New Zealand shall be eligible for membership. The Executive Committee of the Association have the power to admit to membership other educational organisations that regularly compete at Secondary Schools athletic meetings in local areas, at its discretion.

(b) In any particular year members of the Association shall be those schools which have paid the affiliation fee for that year. Application for membership must be on the official form supplied by the Association and signed by the Principal of the School.

The Executive has the right to name the closing date for affiliation in any year. Membership of the Association will lapse if the Affiliation Fee for the current year is not paid by the due date.

(c) The Executive shall have the right to terminate membership of a school that acted in a manner contrary to the objects of the Association or in any other way that could bring the Association into disrepute

5. AGE GROUPS:

Age groups for Championship events shall be:

Juniors – over 13 and under 16 on December 31st in the year of competition

Seniors – over 16 and under 20 on December 31st in the year of competition

AWD – over 13 and under 22 on December 31st in the year of competition

In addition, the Association offers a Year Nine age group at the New Zealand Secondary Schools' Road Race and Cross Country Championships.

Year Nine – over 13 and under 15 on December 31st in the year of competition.



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A competitor who has their birthday on December 31 is eligible to compete in the younger age group

6. SUBSCRIPTIONS AND FEES:

- (a) The annual affiliation fee shall be as the Executive Committee shall determine each year.
- (b) When New Zealand Championships are organised the Executive Committee shall have the power to levy such entry fees as it may determine.

7. OFFICERS:

a) Officers shall be elected at the Annual General Meeting of the Association. The officers of the Association shall consist of,

- i. Patron (see clause 7.b)
- ii. President [Chairperson]
- iii. Secretary
- iv. Treasurer

b) Appointment of Patron:

- i. The patron be appointed for a term of 2 years (but the appointment can be reviewed and continued for a further term or terms).
- ii. The nominations shall come from regional delegates.
- iii. The appointment is made by the Executive, to be announced at the AGM.
- iv. The Patron is ex-officio member of the Executive.

c) Appointment of President, Secretary and Treasurer

- i. The appointment of the above officers be for three-year terms by election at the AGM.
- ii. Each role be elected in rolling rotation. *(rationale to give some consistency with lead officers **)*
- iii. *In the event of resignation of one of the officers during their term the executive have the power to appoint a replacement from within the Executive or second a person for the remainder of the term.*
- iv. Any of the Officers may be reappointed for up to three consecutive terms.

8. COMMITTEES.

(a) The affairs of the Association shall be governed by an Executive Committee elected at the Annual General Meeting and shall consist of

- i. The three specified elected officers under clause 7.a) ii - iv
- ii. Six Regional delegates, two from each of the three regions
 - a) Northern [from Athletics NZ centres of NTH, AKL, WBP]
 - b) Central [from Athletics NZ centres of TAR, MWA, HBG, WLG]
 - c) Southern [from Athletics NZ centres of TAS, CAN, OTG, STH]

b) The Regional delegates will be elected on two-year cycle at the AGM with one delegate vacancy from each region be available for election by rotation biennially. ***

- i. *In the event of resignation of one of the regional delegates during their term the executive have the power to appoint a replacement from within the Executive or second a person for the remainder of the term*

c) Any of the elected regional delegates may be reappointed for up to three consecutive terms

d) The Executive Committee shall have the power to co-opt members for special purposes.

e) The Executive Committee shall have the power to appoint sub-committees to organize its various projects.

f) The Chairman of the Executive Committee shall be an ex-officio member of all sub committees.

g) The Chairman of any of the Associations Committees shall have a casting, as well as a deliberative vote.

- h) The incoming elected Executive Committee shall take office and stage their first general meeting within six weeks of the Annual General Meeting.
- i) At any Executive Committee meeting, a quorum shall be at least five of the nine members of the committee.

9. ANNUAL GENERAL MEETING:

- a) Annual General Meetings shall be held during the Association's Championships within a six-month period of the financial year end.
 - b) The Annual General Meeting may be held online so long as all notices of meetings are appropriately met at a time deemed appropriate by the Executive.
 - c) If an Annual General Meeting is not held annually [within the 12-month period of the previous meeting] then the previously elected Officers and Executive committee shall remain in office until the next Annual General Meeting.
 - d) Written notices by means of advertisement or email, facsimile or other forms of visible or electronic communication, of the Annual General Meeting shall be sent to all Officers, Executive Delegates, Life Members, and Affiliated Schools fourteen (14) days prior to such a meeting.
 - e) Every such notice shall state the date and place/medium of the meeting and the nature of the business to be conducted at the meeting.
 - f) All elected Officers, Executive Delegates, and Life Members of the Association and each affiliated member school shall be entitled to one vote at the Annual General Meeting. Votes must be cast by a delegate nominated, in writing, to the Secretary of the Association by the Principal of the School no later than one week prior to the Annual General Meeting.
 - g) A quorum shall require 25 members eligible to vote as under clause 9 f) schools taking part in the previous calendar years the Championship meetings who are present at the Annual General Meeting, whether present in person, participating by audio or audio and visual communication, or having appointed a proxy. If, at the end of 30 minutes after the time appointed for the opening of the meeting, there is no quorum, the meeting shall stand adjourned for one week. If at the reconvened meeting, there is still no quorum those members present and entitled to vote shall be competent to discharge the business of the meeting.
 - h) Any alteration to the Constitution of the Association shall require a notice of motion to be given in writing to the Secretary at least six weeks before a General Meeting and shall require the support of at least 2/3rds of the delegates present
 - i) The Chairman of the General Meeting shall have a casting vote as well as a deliberative vote.
 - j) Recommendations for changes to the Rules of the Competition must be given in writing to the Secretary at least six weeks before a General Meeting.
- A Special General Meeting may be ordered by the Executive at any time to be held online

10. FUNCTIONS OF THE EXECUTIVE COMMITTEE.

- (a) To act on behalf of the Association and implement decisions and policy from General Meetings.
- (b) To present the Annual Report and Balance Sheet to the General Meeting.
- (c) To lay down the rules and standards for Secondary School Championships.
- (d) To determine where Championship Meetings be held.
- (e) To adjudicate in any disputes that may arise.
- (f) To appoint selectors, coaches, and managers of New Zealand Secondary School Teams and organise trips by such teams.

11. MONEY.

- (a) All money paid to the Association shall be lodged in a bank account approved by the Executive Committee.
- (b) All cheques issued shall be signed by any two of the President, Secretary, and Treasurer.**



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(c) The Association may invest and deal with the funds of the Association upon such securities or in such a manner, and upon such terms and conditions as the Association may think fit.

(d) The Association shall have the power to borrow but only in pursuance of a resolution passed by three-fourths majority of the Executive.

(e) If at any time the Association shall decide to wind up its operations, then the accumulated funds, after disposal of assets, shall be distributed evenly to affiliated schools for the benefit of athletics.

12. COMMON SEAL:

The Association shall have a Common Seal which shall be kept in the custody of the Secretary and which shall be affixed to any document in pursuance of resolution of the Executive Committee and in the presence of the President, the Secretary, and one other member of the Committee.

13. LIFE MEMBER:

Any person may be elected a Life Member of the Association but any such person must be proposed by an Affiliated School and have the approval of the Executive Committee and receive 80% of the votes cast at a General Meeting. Schools to be advised of nominees for Life Membership on the Agenda for the General Meeting. Life Members shall be entitled to vote at General Meetings.