



KEIRA HIGH SCHOOL PARENTS AND CITIZENS ASSOCIATION

LIFE MEMBERSHIP POLICY

LIFE MEMBERSHIP

Life Membership of the Keira High School Parents and Citizens Association (KHS P&C) is a honour awarded to outstanding members of the P&C to recognise the substantial contribution they have made to the past, current and future wellbeing of the P&C and the school community. A substantial contribution is defined as being well beyond that of a typical active member. Life Membership is only to be awarded in exceptional circumstances.

LIFE MEMBERSHIP CRITERIA

A nominee for Life Membership must satisfy the following criteria:

- The nominee has been a member of the Keira High School P&C Association for a minimum of six (6) years and has served in a leadership role for a minimum of four (4) years.
- The nominee has made an outstanding contribution to Keira High School and the P&C above and beyond that of an average active P&C member.
- The contribution has achieved some particular noteworthy outcome for Keira High School and/or the P&C.

LIFE MEMBERSHIP AWARDS PANEL

Recipients of the Life Membership Award will be elected following the receipt of a nomination for Life Membership.

The Panel will consist of three persons:

- The School Principal
- One member of the P&C Executive
- One financial member of the P&C

The Panel must not include a person who has nominated or seconded someone for Life Membership or anyone who may have a potential conflict of interest with a nominated person.

The role of the Panel is to determine that the nominee has met the minimum requirements for a Life Membership Award. The resolution to confer a Life Membership Award is the decision of the financial members of the P&C.



PROCESS FOR ASSESSING APPLICATIONS FOR LIFE MEMBERSHIP

The Life Membership nomination process is as follows:

- Life Members may be nominated by current financial or recent past members of Keira High School P&C (where 'recent' is defined as membership within the past two years).
- Nominations must be presented on the Life Membership Nomination Form. Another financial or recent past P&C member must second the nomination. The name and signature of both nominator and seconder must be included on the form.
- The Nomination Form will be available on the P&C page of Keira High School website.
- The Nomination Form should be forwarded to the P&C President (or their delegate).
- The Life Membership Panel will assess all nominations. Only the nominations that are considered eligible for Life Membership will be put forward to the P&C Membership for discussion and voting.
- Approved nominations will be discussed and voted upon at the next meeting of Keira High School P&C Association.
- Nominees must not be present during discussions about the nomination, nor are they able to vote on it. Nominees may be asked to leave the room during discussions about Life Membership.
- In order to be successful, a Life Membership nomination must receive a two-thirds majority vote of the financial members of the P&C. Voters may be present at the meeting or send their proxy votes in writing to the Secretary before the meeting.
- Life Membership is to be conferred at the following P&C meeting or at a special meeting or event convened for the purpose.
- The Secretary will maintain a list of Life Members on the P&C page of Keira High School website.
- Life Membership will be recognised by the award of a Keira High School P&C Life Membership certificate (supplied by the NSW P&C Federation) and a Life Membership badge.
- A Life Membership Award will also be recognised through the Keira High School newsletter and other forms of communication within the school community.

OTHER CONSIDERATIONS ABOUT LIFE MEMBERSHIP

- Life Members may attend and speak at P&C meetings but are not entitled to vote or hold office unless they are also ordinary members.
- Retraction of a Life Membership may occur where the recipient has conducted him/herself in a manner that reflects directly and adversely on the image and activities of Keira High P&C Association or the school community. This provision will only be exercised in exceptional circumstances and will require a two-thirds majority vote of the Keira High School P&C Association. Voters may be present at the meeting or send their proxy votes in writing to the Secretary before the meeting. As part of the deliberations, the Life Member in question is to be given an opportunity to present their case for retention of their Life Membership status.