

地利亞修女紀念學校(協和二中)校友會

校友會會章

1. 名稱：

甲) 本會定名為「地利亞修女紀念學校(協和二中)校友會」(以下簡稱為“本會”)。

乙) 本會隸屬於 地利亞教育機構。

1. Naming

a) The Association shall be named Delia Memorial School (Hip Wo No.2 College) Alumni Association (hereinafter referred to as “the Association”).

b) The Association is a subsidiary of the Alumni Associations of the Delia Group of Schools.

2. 註冊地址：九龍觀塘協和街 223 號

2. Registered Address

The registered address of the Association shall be 223, Hip Wo Street, Kwun Tong, Kowloon.

3. 本會宗旨：

甲) 促進校友間之友誼和合作。

乙) 加強校友與本校教職員之關係。

丙) 作為學校與社會間的橋樑。

丁) 以本會會員及社會利益為前題，促進及組織本會認為有意義之社會、文化、教育、公民或慈善性質等活動。

3. Aims of the Association

a) To promote rapport and co-operation between the Alumni Associations of the Delia Group of Schools.

b) To foster camaraderie between the alumni and the teaching staff of this school.

c) To serve as an effective link between the School and the community.

d) To promote and organize, in the interests of the members and the society, meaningful activities which are of a social, cultural, educational, civic or charitable nature.

4. 會員及入會資格：

凡會員必須遵守會章。所有會員申請，必須每年經本會之執行委員會審核批准，執行委員會有全權拒絕任何申請而無須表明理由。

本會會員可分為下列幾類：

<u>會員</u>	<u>入會資格</u>	<u>享有權利</u>
一般會員	曾在本校就讀不少於一學年之校友	1) 有選舉權 2) 有權提名及建議罷免執行委員會委員 3) 出席及參與本會所舉辦或安排之任何活動 4) 享用本會間常為會員提供的指定設施或專利
名譽會員	現職教職員	1) 有權提名及建議罷免執行委員會委員 2) 出席及參與本會所舉辦或安排之任何活動 3) 享用本會間常為會員提供的指定設施或專利
學生會員	即年在本校就讀中四級或以上的學生	1) 出席及參與本會所舉辦或安排之任何活動 2) 享用本會間常為會員提供的指定設施或專利

4. Membership & Eligibility For Enrolment

Members of the Association shall abide by the Constitution .All applications for membership are subject to the screening by and the approval of the Executive Committee of the Association every year, which shall also have full prerogative and discretion to reject such applications without having to make known the reasons.

Membership	Eligibility	Rights & Privileges
Ordinary Members	Alumni who have studied in our school for not less than one academic year	1) To vote 2) To nominate candidates to serve on the Executive Committee or to call for its members' dismissal in the event of dereliction of duty 3) To attend or participate in any activities / functions held or arranged by the Association 4) To use the facilities and enjoy the privileges accorded by the Association to its members within the membership period on a regular basis
Honorary Members	The serving teaching staff members	1) To nominate candidates to serve on the Executive Committee of the Association, shall have no right to vote or stand for election. 2) To attend or participate in any activities / functions held or arranged by the Association 3) To use the facilities and enjoy the privileges accorded by the Association to its members within the membership period on a regular basis
Student Members	Students currently studying in S4 or above	1) To attend or participate in any activities / functions held or arranged by the Association 2) To use the facilities and enjoy the privileges accorded by the Association to its members within the membership period on a regular basis

5. 贊助人、名譽副會長及名譽顧問：

經執行委員會通過，本會可邀請對社會有卓越貢獻之校友（會員或非會員）為本會之贊助人、名譽副會長或名譽顧問，以支持或推動本會會務。如贊助人、名譽副會長及名譽顧問本身非為本會一般會員時，無投票或被選權。

5. Patrons, Honorary Vice-President or Honorary Advisers

Acting on the resolution passed by the Executive Committee, the Association can invite alumni (members or non-members) who have rendered distinguished contributions or services to the community to become Patrons, Honorary Vice-President or Honorary Advisers of the Association for the purpose of supporting or promoting the affairs of the Association. Patrons, Honorary Vice-Chairpersons and Honorary Advisers shall have no right to vote or stand for election if they themselves are not ordinary members of the Association.

6. 組織：

本校校長為本會會長。本會最高決策權歸於會長，執行委員會負責處理本會事務。

6. Organization

The Alumni Association shall carry the office of President for the Association. As such, it shall command supremacy over matters concerning the Association while the management of the affairs of the Association shall remain the responsibility of the Executive Committee.

7. 執行委員會：

甲) 組成

- (A) 執行委員會為本會行政部門，其委員將不少於五位及不多於十八位。執行委員會須由會員大會選舉產生，其選舉程序則按照會章第九條款之規定而進行。在會員大會中獲最高票數的會員應成為執行委員會委員，每屆任期為兩年。
- (B) 執行委員會成員必須曾在本校就讀不少於兩學年之一般會員及兩位名譽會員（由校方委任）。
- (C) 執行委員會須在周年會員大會中互選選出
 - 主席；
 - 副主席；
 - 秘書（必須為名譽會員）；
 - 司庫（必須為名譽會員）；及
 - 兩位康樂活動秘書
- (D) 本校校長為本會會長。每年會員大會由會長主持。會長擁有會員大會最終決策權。
- (E) 執行委員會委員在本會之服務皆屬義務性質，不能受薪。
- (F) 執行委員會委員必須代表本會籌組地利亞教育機構校友會。

乙) 執行委員會職權

- (A) 執行會員大會及特別會員大會之議決案；
- (B) 推行本會會務；
- (C) 向會員大會呈交建議；
- (D) 委任任何一般會員，以補替因執行委員會委員離職或被罷職而騰空的任何執行委員職位；
- (E) 審批會員申請；
- (F) 組織附屬委員會或工作小組，處理非經常性事務；

7. The Executive Committee (hereinafter referred to as “Exco”)

A. Organization

- (a) The Exco shall remain the administrative organ of Association with a make-up of no fewer than five members and no more than eighteen. The Exco shall be formed through election at a General Meeting and the election process shall be carried out in accordance with the procedures stated in Clause 9 hereinafter. Members receiving the highest votes at the General Meeting shall become Exco members whose term of office shall last for two years.
- (b) The Exco shall comprise Ordinary Members who have studied in our school for at least two years, and two school-appointed Honorary Members.
- (c) The Exco shall be formed through reciprocal voting among Association members in the First Exco meeting to be called after the General Meeting with the following office-bearers:
 - the Chairperson
 - the Vice-Chairperson
 - Secretaries (who shall be an Honorary Member)
 - the Treasurer (who shall be an Honorary Member)
 - two Recreational Secretaries
- (d) The Principal of Delia Memorial School (Hip Wo No.2 College) is the President of Delia Memorial School (Hip Wo No.2 College) Alumni. He / She will host the General Meeting and shall declare final approval.
- (e) All Committee Members shall be voluntary for the position. Payment of salary for the position is prohibited.
- (f) Committee Member shall represent the Association to facilities all events organized by the Alumni Associations of the Delia Group of Schools.

B. Duties & Prerogatives of the Executive Committee:

- (a) To enforce resolutions adopted at the General Meetings and the Extraordinary General Meetings.
- (b) To conduct all general affairs of the Association.
- (c) To make recommendations to the General Meeting.
- (d) To co-opt any Ordinary Member to take up the post left vacant by the resignation / dismissal of any Exco member.
- (e) To review and approve admission of members.
- (f) To organize sub-committees or working groups to handle extraordinary matters.

8. 附屬委員或工作小組職權：

- 甲) 按照第七條款(乙)(f)項成立的附屬委員會或工作小組，須由一位執行委員擔任領導及至少一位執行委員會委員或增補之委員參與。
- 乙) 附屬委員會或工作小組，必須向執行委員會呈交報告及建議，由執行委員會考慮及批核。

8. Duties & Prerogatives of Sub-Committee or Working Groups

- (a) Each Sub-committee or working group formed in accordance with Clause 7B. (f) hereinabove shall be presided by an Exco member and be administered by at least one Exco member or one co-opted member.
- (b) Each Sub-committee or working group shall submit reports and recommendations to the Exco for their deliberations and final approval.

9. 會員大會：

甲) 週年會員大會一般在每年十二月期間召開。在會議召開前十四天，必須透過學校網頁通知會員；而法定與會人數最少為會員人數之四分之一（本會根據第十八條款解散時除外）。如在指定的會議之後半小時內，未有法定人數出席，該會必須延期至十四天後再召開。延期召開的會議，不論出席會員人數多寡，均作法定人數論。延會通知書須於開會前七天發出。

乙) 週年會員大會議程（如適用）：

- (A) 通過上次週年會員大會會議紀錄；
- (B) 選舉執行委員會委員；
- (C) 審查及通過週年報告及財政報告；
- (D) 討論及決定本會其他事項。

9. General Meetings

- a) The General Meeting shall be convened annually in December. Members shall be notified by school website in writing 14 days in advance. One-fourth of full members constitutes a quorum (except when the meeting is dissolved according to Clause 18 of this Constitution). If a quorum is still absent after 30 minutes of the scheduled meeting time, the meeting must be rescheduled to at least 14 days later. The rescheduled meeting, despite the number of participants, will be regarded as valid. Notices of the rescheduled meeting will be issued 7 days before the meeting.
- b) The proceedings of the Annual General Meeting shall include (where appropriate):
 - (i) To adopt the minutes of the previous session.
 - (ii) To elect the Exco Committee members.
 - (iii) To scrutinize and adopt the Annual Report and the Treasurer's Report.
 - (iv) To discuss and decide on any business relating to the Association.

10. 特別會員大會：

如有需要，及在過半數執行委員會委員或十位一般會員書面要求下，會長須在接到書面要求之三星期內召開特別會員大會。特別會員大會，只限於討論及議決書面要求中所提出之事宜，在會議召開七天前須書面通知會員。其法定人數與會員大會相同。

10. The Extraordinary General Meeting

Upon requisition made in writing by half of the Exco members or ten Ordinary Members of the Association, the President shall convene an Extraordinary General Meeting within three weeks. Any such requisition shall specify the objects of the proposed meeting, and no other matters shall be discussed thereat. Notice in writing shall be given to all the members at least 7 days prior to the meeting. The quorum in respect of the Extraordinary General Meeting shall be the same as that for the General Meeting.

11. 執行委員會會議：

執行委員會會議須至少每年舉行三次，及在主席認為有需要時召開；法定與會人數須為執行委員之二分之一。

11. The Executive Committee Meetings

The Exco Meeting shall be called at least three times a year or whenever the Chairperson sees fit. The presence of half of the Committee members is necessary to form a quorum.

12. 動議：

任何會議上之動議須獲過半數的出席者同意，方可通過。

12. Motions

Motions at any meetings shall be carried by a majority vote.

13. 會議主席：

除會員大會及聯席會議外，所有會議應由執行委員會主席主持。如主席不能出席，則由副主席代行。如正副主席均不能出席，則由會長委派其他執行委員代行。

13. Chairperson of Meetings

With the exception of the General Meetings and the Joint-School Alumni Meetings, the Chairperson of the Exco shall preside over all other meetings. In case of his / her absence, the Vice-Chairperson shall act on his / her behalf. In the event that both the Chairperson and the Vice-Chairperson are absent, the President shall appoint another member of the Exco to act.

14. 財政：

本會會費之運用，必須符合第三條款所規定的宗旨。

14. Finance

Funds of the Association shall be solely used in compliance with the objects as stipulated in Clause No. 3 hereinabove.

15. 會章修訂：

修訂本會會章的建議，必須在會員大會中提出。建議須先呈交本會會長批核，繼交回會員大會表決通過，再通知社團註冊署署長備案後，才可生效。

15. Amendments to Constitution

Proposals for making amendments to Constitution shall be tabled only at the General Meetings. The proposals shall then be forwarded to the President of the Association for endorsement and the approved proposals shall in turn be tabled at the General Meeting for adoption. Any amendments to the Constitution passed at a General Meeting or Extraordinary General Meeting shall not be effective until upon notification to the Registrar of Societies.

16. 處分：

- 甲) 如會員觸犯下列條款，執行委員會可向其發出警告及/或革除會籍。
- i) 違反本會會章，或不遵守本會會議決案。
 - ii) 假本會名義，作出執行委員會認為會損害本會聲譽或利益之行為。
- 乙) 在正式以本會權力革除會員之會籍前，執行委員會須以書面通知有關會員，給予申辯機會（以書面或親身申辯均可。）
- 丙) 任何會員，自動退會或被革除會籍者，其捐獻，將不獲發還。

16. Discipline

- a) The Exco shall issue warning to a member or call for his dismissal if he:-
 - (i) has contravened the Constitution or refused to act on the adopted resolutions; or
 - (ii) has, under the name of the Alumni Association, perpetrated acts which are deemed detrimental to its reputation or interest;
- b) The Exco shall notify the member to be disciplined in writing specifying the ground(s) of the intending debarment and grant the member representation opportunity in defense of his folly (in writing or in person) before it formally undertakes sanction against that member.
- c) The Association shall not refund donations to a member who has voluntarily resigned or whose membership has been revoked by the association.

17. 解散：

若載於第三條款之宗旨所列事務無法繼續進行，本會可經本會會長同意，及經會員大會或特別會員大會，以本會三分之二的會員為法定人數，決議通過解散。本會解散後之剩餘會費須撥歸學校。

17. Dissolution

If it becomes impossible to carry out activities in compliance with the aims of the Association as stipulated in Clause 3 hereinabove, then the Association may, upon the consent of the President and the passing of a resolution through a majority vote at a General Meeting or an Extraordinary General Meeting, with a quorum of two-thirds of all members of the Association, be dissolved. Any remainder of the membership funds resulting from the dissolution shall be allotted to the school to which the Association is affiliated.

修訂於 11/12/2020