

## FRIENDS OF ROWAN

### SCHOOL FUNDING REQUESTS - VOTING PROCEDURES

The new voting structure for School Funding request to FOR was agreed at the summer 2015 AGM. This gives all parents the option to have a say in accepting such request via Class Reps.

Full details of this are in the FOR Association Byelaws, and Rules. An outline of the procedure is shown below:

1. FOR send an email with details of Funding request to all Class Reps, at least 10 days before the specified Vote Closing Date, which *may* be the next Reps meeting, for Reps to vote on, either by email or *at or before* that meeting.
2. The Reps for each class should agree between them which way they want their class to vote.
3. **One** of the Class reps for each class should then:
  - a. Forward the email to all their class parents, saying which way they propose to vote on behalf of that class (e.g. "FOR" the request), and asking for *objections* to this response to be emailed back to them within the next 7 days.
  - b. If they get objections from *more than* 50% of their total class parents (only 1 vote per child!), then their vote should be the *opposite* of their proposed vote (e.g. "AGAINST").
  - c. If they get *less than* 50% of their class parents objecting to the way they propose voting, then they should vote as per their *originally proposed vote*.
  - d. If it is a contentious vote then feel free to hold class meetings and discussions & decide your vote in any democratic way you can. Abstentions are allowed, and concerns over the Funding request can be aired at the Reps meeting before the final vote.
4. Votes can then be made:
  - a. by email to the FOR Secretary [friends@rowanprepschool.co.uk](mailto:friends@rowanprepschool.co.uk)
  - b. at the meeting (if any) in person; or
  - c. before the meeting (if any); or
  - d. by written proxy to any FOR committee member before the meeting (if any).
5. The Funding request will then be decided by the **majority** of Class Reps votes cast *either by email or, if relevant, at or before* the meeting.
6. Class Reps will be informed of the outcome of the votes in due course.

#### PLEASE NOTE:

- Only 1 vote per class will be accepted.

- Class Reps votes received *after* the meeting or specified Vote Closing Date, or *not received* at all, will be counted as a FOR vote supporting the Funding request. (For “Either/Or” requests they will not be counted at all).
- Reps are not expected to chase up parents responses.
- Valuable comments are often derived from Reps meetings and/or situations change before expenditure is finally incurred. The Committee will act in good faith as they think most appropriate in the circumstances.