

CONSTITUTION



LIMPOPO SCHOOLS ATHLETICS

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ARTICLE 1: NAME

The name shall be, **LIMPOPO SCHOOLS ATHLETICS** abbreviated L.I.M.S.A. and hereinafter called the Organization.

ARTICLE 2: COLOURS

The Organization shall follow the approved colours, royal blue, red and white.

ARTICLE 3: EMBLEM

The emblem shall be the Baobab Tree with two athletes on each of its sides.



ARTICLE 4: DEFINITIONS

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| 4.1 | AFFILIATE | : L.I.M.S.A Districts |
| 4.2 | L.I.M.S.A. | : Limpopo Schools Athletics |
| 4.3 | L.I.M.S.A. DISTRICTS | : Prescribed boundaries as established by the Demarcation committee within a political District. |
| 4.4 | L.S.E.N | : Learners with Special Educational Needs |
| 4.4 | CHAIRPERSON | : The Chairperson of the Organization. |
| 4.5 | GENERAL COUNCIL | : Nine members from each L.I.M.S.A. District, Four from Track and Field, four from Cross Country, two each representing the Primary Schools, two each the Secondary Schools & One representative from L.S.E.N. |

- 4.6 **MANAGEMENT** : Management Committee. Chairperson, Deputy Chairperson, General Secretary, Treasurer.
- 4.7 **EXECUTIVE** : The members (Executive committee) elected in the portfolios indicated as *ARTICLE 14, Clause3*
- 4.8 **AGM** : Annual General Meeting.

ARTICLE 5: STATUS

The Organization represents persons engaged, or have been engaged as teachers in the coaching and/or in the officiating of Athletics in Limpopo; it is a body corporate with perpetual succession capable of entering into contractual and other relations and of suing and being sued in its own name, a non-profit making Organization.

ARTICLE 6: VISION

The Organization shall unite all athletic people in the teaching profession into an Organization that provides dynamic leadership in transforming, developing and sustaining athletics for all the people of Limpopo.

ARTICLE 7: MISSION

The Organization advocates and supports the provision of an efficient administration of School Athletics and information service for all L.I.M.S.A. Districts in Limpopo; to this end, the Organization represents the interest of and promotes the development and image of Athletics.

ARTICLE 8: AIMS

- 8.1 To strive towards total unity in Schools Athletics in Limpopo.
- 8.2 To recognise that Athletics is the right of every child in Limpopo.
- 8.3 To recognise that Athletics should be used for the purposes of developing all school going children and no other purpose.
- 8.4 To target on improving Athletics in general particularly the under developed areas, clusters and/or districts.
- 8.5 To make a positive contribution towards all aspects of Athletics at School level within a unified structure.

- 8.6 To ensure that L.I.M.S.A.be **politically non-aligned and non-ideological** because it serves children from different political background and persuasions.
- 8.7 To honour the amateur code of conduct.
- 8.8 To encourage, foster and promote amongst pupils a positive attitude towards School Athletics.
- 8.9 To promote a high spirit of sportsmanship among its districts.
- 8.10 To ensure that its activities are conducted solely on the basis of merit in Athletics.
- 8.11 To observe democratic principles in all areas of operation.

ARTICLE 9: POWERS OF THE ORGANIZATION

The powers of the Organization are to:

- 9.1 take such steps as may be necessary, to safeguard and improve conditions of service of its members;
- 9.2 take such steps as may be necessary to promote the professional development of its members and to make representations on their behalf whenever the Organization deems it necessary or expedient to do so;
- 9.3 affiliate to or to take up membership of any federal, national or international related organisation, provided that neither the Organization nor its Districts or committees shall affiliate to any cultural, religious, social or political organisation.
- 9.4 determine from time to time the entry fees or any special levies payable by its members and the date of payment thereof;
- 9.5 utilise, invest and dispose of its funds in such a manner as being described or, as may from time to time be decided upon;
- 9.6 regulate the holding of and procedure at its meetings;
- 9.7 undertake, subsidise or otherwise support the publication of information or other publications;
- 9.8 organise and administer conventions, seminars, training courses and the like for its members;

- 9.9 after thorough investigation make recommendations to the General Council regarding any aspect of the Organization policy;
- 9.10 **co-opt** any person to assist or at the request of the General Council, grant permission to a person to **attend meetings** of the Executive, provided that such a person shall not have a right to vote.
- 9.11 Be responsible for the selection of the L.I.M.S.A. Team or the appointment of a selection committee to select teams on the basis of accepted selection standards by recognised bodies.
- 9.12 generally do all things necessary or expedient in order to achieve its aims.

ARTICLE 10: GOVERNANCE

Management of the Organization is vested in the membership, which acts as its legislative authority at the Annual General Meeting (AGM). The AGM mandates the executive as its highest organ to act on behalf of the Organization and carry out its resolutions within the powers granted to it.

ARTICLE 11: AUTHORITY

The Executive shall derive its authority from this constitution subject to ratification by its AGM.

ARTICLE 12: AREA OF JURISDICTION

- 12.2 The operational boundaries of L.I.M.S.A. shall be the approved District boundaries of LIMPOPO SCHOOL SPORT.
- 12.3 The area of Jurisdiction shall be the approved district boundaries of LIMPOPO SCHOOL SPORT.

ARTICLE 13: MEMBERSHIP

- 13.1 The L.I.M.S.A. shall be a non-racial organisation.
- 13.2 Each L.I.M.S.A. district shall be affiliated to L.I.M.S.A province and shall meet with the L.I.M.S.A. resolutions regarding a properly constituted Organization.
- 13.3 Membership shall be open to all affiliated L.I.M.S.A. districts as prescribed in the LIMPOPO SCHOOL SPORT Boundaries.

ARTICLE 14: GENERAL COUNCIL

- 14.1 The General Council shall consist of nine members from each L.I.M.S.A District. Four from TRACK and FIELD, four from Cross Country - two each representing the primary schools, two each the secondary schools & one representative from L.S.E.N.
- 14.2 A minimum of 70% of the Executive Committee should be from Serving -and/or Retired Teachers and/or SGB Members, which shall hold an official position in the Executive, unless otherwise agreed upon by majority of the council.
- 14.3 The General Council shall elect from the District representatives, the current Executive Committee and retired teachers the following portfolios:
- Chairperson
 - Deputy Chairperson
 - Vice - Chairperson - Track and Field (Secondary)
 - Vice - Chairperson - Track and Field (Primary)
 - Vice - Chairperson - Cross Country (Primary & Secondary)
 - Vice - Chairperson - L.S.E.N.
 - General Secretary
 - Minute Secretary
 - Treasurer
 - Development Officer - Coaching
 - Development Officer – Technical Officials
- 14.4 The total number of the executive shall be 11 (eleven).

ARTICLE 15: EXECUTIVE COMMITTEE

- 15.1 The Executive shall comprise of 11 elected members.
- 15.2 The office bearers shall be elected from the members of the General Council as stipulated in Clause 14.3
- 15.3 The functions of the Executive shall be to run all the activities of L.I.M.S.A. and the exercise of its powers.
- 15.4 All resolutions taken by the Executive shall be submitted to the General Council for approval at its next Assembly.

ARTICLE 16: QUORUM, MINUTES AND MEETINGS OF THE EXECUTIVE

- 16.1 The quorum of meetings of the Executive shall be 50% plus 1 (one) of the Executive Members.
- 16.2 The Minute Secretary shall record the proceedings at all Executive Meetings and shall after every meeting, send copies of the minutes to all Executive members of the Organization after two (2) weeks of the meeting.
- 16.3 The first act of an Executive meeting shall be to read and confirm by signature of the Chairperson, the minutes of the last meeting preceding an Executive meeting. The meeting may consider the minutes read if a copy thereof was previously sent to every member of the Executive, providing that objections to the minutes of a meeting shall be raised and dealt with before confirmation thereof.
- 16.4 All minutes shall be kept in English.
- 16.5 The **General Secretary** shall report back to the Executive regarding matters arising from the minutes.
- 16.6 The Executive shall meet not less than twice in a quarter of a year at a time and place determined by the Executive. The Chairperson may with prior approval of the Executive, convene special meetings of the Executive at any time.
- 16.7 If a member absents him/herself from such a meeting after proper notification and the executive accepts the reason for being absent, such member shall be deemed present at the said meeting.
- 16.8 The General Secretary shall, at least seven (7) days prior to the date of an ordinary meeting, notify each member in writing of the place and time thereof and of all the matters to be dealt with at such a meeting.
- 16.9 All documents, files and correspondence of the Organization shall be property of the Organization and shall be of a confidential nature.
- 16.10 When the Chairperson is absent from any meeting of the Executive the Deputy Chairperson shall preside and when both Chairpersons are absent, the members of the Executive present at that meeting shall elect one of the vice-chairpersons to preside at such a meeting. The person acting as chairperson in terms of this clause shall, while so acting, have all powers and perform all functions of the Chairperson.

- 16.11 The ruling of the Chairperson at a meeting shall be binding on any matter of order or procedure not provided for in the constitution unless a member immediately objects, in which case the question shall be submitted to the meeting without discussion for a decision by vote.
- 16.12 Decisions of the Executive shall be by majority vote of the members present who are entitled to vote and, in the case of a tie; the Chairperson shall have a casting vote.

ARTICLE 17: COMMITTEES OF THE EXECUTIVE

- 17.1 The executive may appoint a special sub-committee or committees, including persons who are not members of the Executive but who have special knowledge or experience of any aspect of athletics, such functions as may be determined by the Executive.
- 17.2 The management committee comprising of the Chairperson, Deputy Chairperson, General Secretary and the Treasurer shall be members of such committees.
- 17.3 The term of office of members of special committees shall be determined by the Executive.
- 17.4 The committee appointed by the executive to organise provincial competitions shall:
- 17.4.2 be responsible for formulating and deciding on procedures to be followed in that competition with due consideration of accepted and recognised standards; and
 - 17.4.3 is responsible for the selection of qualified officials to officiate at that competition. Key positions however will be the responsibility of the Executive.
- 17.5 The Chairperson is an ex-officio member of all such committee.

ARTICLE 18: PERIOD OF OFFICE OF THE EXECUTIVE MEMBERS

- 18.1 A member of the Executive shall hold office for a period of three years.
- 18.2 Any person whose term of office as a member of the Executive has expired shall be eligible for re-election.

18.3 Notwithstanding the provisions of Clause 18.1 the term of office of any member of the executive may be terminated by

18.3.1 A two thirds majority of the Executive;

18.4 A member of the Executive may resign his office by giving notice in writing to the General Secretary, who shall inform the Executive accordingly.

18.5 A member of the Executive shall vacate his/her position if he/she:

18.5.1 Is convicted of an offence; and

18.5.2 Is sentenced to imprisonment without the option of a fine; or

18.5.3 fined and the Executive is, by majority decision, of the opinion that the offence is of such a nature that his/her continued membership is undesirable;

18.5.4 Has been absent from three consecutive ordinary meetings of the Executive without the Executive's leave. The Executive shall in this event have the power to co-opt a member for the remaining period:

18.5.5 has in the opinion of the Executive, been guilty of improper conduct

18.5.6 in the opinion of the Executive has not properly executed his/her duties as a member;

18.5.7 his/her estate is sequestrated;

18.5.8 he/she becomes a Presidents patient as defined in Section 1 of the Mental Health Act, 1973 (Act 8 of 1973) or an amendment thereof.

ARTICLE 19: EMERGENCY MEETINGS OF THE EXECUTIVE

19.1 An emergency meeting may be called by the Chairperson at any time, provided that members shall be given at least 24 hours' notice of such meeting, notice may be given in any manner deemed expedient in the circumstances.

19.2.1 Members shall be advised of the purpose of the meetings and no business other than that shall be transacted at such meeting.

ARTICLE 20: EXTRAORDINARY OR SPECIAL MEETINGS OF THE EXECUTIVE.

- 20.1 An extraordinary meeting may be called by the Chairperson at the request of the Executive or at the written request of at least half of the members, the purpose of the meeting being stated in the request.
- 20.2 At least three (3) days' notice of an extraordinary meeting shall be given.
- 20.3 Except as approved by such meeting, no business other than that for which the meeting has been convened shall be transacted at such a meeting.

ARTICLE 21: CONSTITUTION

- 21.1 All proposals for **amendments** to the constitution must reach the Secretary of the Executive **before the end of September**, preceding the AGM.
- 21.2.1 AMENDMENTS TO THIS CONSTITUTION OR ANY OF ITS CLAUSES SHALL REQUIRE A TWO-THIRDS MAJORITY VOTE OF THE TOTAL NUMBER OF THE MEMBERS OF THE EXECUTIVE AT AN AGM OR SPECIAL GENERAL MEETING

ARTICLE 22: QUORUMS, MINUTES AND MEETINGS OF THE AGM

- 22.1 The quorum shall be two divides the nearest whole number obtained of the total number of members constituted to vote.
- 22.2 The General Secretary shall record the proceedings at all General Council Meetings and shall after every meeting, send copies of the minutes to all districts of the Organization after four (4) weeks of the meeting.
- 22.3 The first act of a Council Meeting shall be to read and confirm by signature of the Chairperson, the minutes of the last meeting preceding that Council Meeting. The meeting may consider the minutes read if a copy thereof was previously sent to every district, provided that objections to the minutes of a meeting shall be raised and dealt with before confirmation thereof.
- 22.4 The General Secretary shall report back to the Executive regarding matters arising from the minutes.
- 22.5 All minutes shall be kept in English.
- 22.6 The AGM will be held during October at a venue and time determined by the Executive.

- 22.7 The agenda together with the proposed amendments must be sent to districts at least 21 days before the AGM, Special meeting 3 days before.
- 22.8 At the AGM reports by the Chairperson, General Secretary and Treasurer shall be presented to the General Council and other reports as sanctioned by the executive.
- 22.9 All reports and motions must be lodged with the General Secretary at least 14 days before the AGM.

ARTICLE 23: PROCEDURE AT ANNUAL GENERAL MEETING

- 23.1 The Agenda of the Annual General Meeting is completed as follows:
 - 23.1.1 Reception and examination of the delegate's credentials;
 - 23.1.2 Confirmation of the members voting rights;
 - 23.1.3 The approval of the minutes of the previous Annual General Meeting and Special General Meeting;
 - 23.1.4 Submission and discussion of the Annual reports;
 - 23.1.5 Submission and discussion of the financial report;
 - 23.1.6 Dealing with the recommendations and suggestions of the Executive;
 - 23.1.7 Dealing with the motions and suggestions made by the Members;
 - 23.1.8 The granting of honorary membership and colours of the Organization;
 - 23.1.9 Dealing with any other matter which falls within the powers of the General Council.
- 23.2 The Agenda of a Special General Meeting is completed as follows:
 - 23.2.1 Reception and examination of delegate's credentials
 - 23.2.2 Dealing with matters for which the meeting is called.

ARTICLE 24: VOTING AT ANNUAL GENERAL MEETING

- 24.1 Each L.I.M.S.A. District has nine votes – Total 45 Votes.
Each Executive member has one vote – Total 11 Votes.
- 24.2 If voting results in a tie, the existing chairperson has a casting vote.
- 24.3 Voting can be by show of hands, but ballot-papers must be used:
 - 24.3.1 At the election of office bearers; or
 - 24.3.2 In any other case where: -
 - 24.3.2.1 The delegates of 2 members request it; or
 - 24.3.2.2 The Chairperson of the meeting orders it.

ARTICLE 25: FINANCE

- 25.1 The financial year of L.I.M.S.A. shall be from 1 December to 31 January of each year.
- 25.2 The Treasurer shall open a Current and/or a Savings Account in the name of, Limpopo School Athletics, at a registered commercial bank approved by council.
- 25.3 A separate registered commercial bank account shall be opened in the name of, Limpopo School Athletics No 2, where moneys received from sponsors will be handled according to the directives given by LIMPOPO SCHOOL SPORT and the Sponsor.
- 25.4 The Executive must see to it that the finances are handled according to the approved rules and regulations as accepted by LIMPOPO SCHOOL SPORT.
- 25.5 The books of L.I.M.S.A. shall be audited by a qualified and registered accountant appointed by the Executive and General Council.
- 25.6 Such accountant shall be remunerated from L.I.M.S.A. funds.
- 25.7 All documents, files and correspondence of L.I.M.S.A. shall be the property of the Organization and shall be of a confidential nature.

ARTICLE 26: ESTABLISHMENT OF A SPORTS FUND

- 26.1 The Organization shall be non-profit making and shall use funds collected from participation fees, gate money, sponsorship or any other source to achieve its aims as stated in Article 8.

- 26.2 The Executive shall establish and maintain a Sports fund (Article 25 clause 2) to defray all expenses and costs incurred by the Executive or any person in the execution of his/her duties.
- 26.3 The Sports fund shall be controlled by the Executive.
- 26.4 The Treasurer shall be responsible for the keeping of a correct and full account of all monies that the Executive spends or receives and shall, with due regards to the provisions of ARTICLE 25, report in person to the Executive on all matters regarding the Sports Fund.

ARTICLE 27: CONTRIBUTIONS TO THE SPORTS FUND

- 27.1 Administration fees from sponsorship determined by the Executive.
- 27.2 Donations.
- 27.3 Gate money subtracted from allocations to Provincial Meetings.
- 27.4 Penalties e.g. late payments, dishonoured cheques etc.
- 28.5 Interest from credit account.

ARTICLE 28: RULES AND REGULATIONS

- 28.1 The General Council can issue any rules and regulations it deems necessary or desirable:
 - 28.1.1 With regards to any matter that should, by virtue of this Constitution, be set out in the Constitution.
 - 28.1.2 For the maintenance or order and the orderly progression of the activities during meetings of any of the members of the Organization.
- 28.2 All rules and regulations by virtue of this article must in all respects, be compatible with the stipulations in this Constitution. Should any stipulations of the rules and regulations be contrary or not compatible with any of the stipulations of the Constitution, the latter will take precedence.
- 28.3 The rules and regulations issued by virtue of this article will, at all times, form an integral part of this Constitution except where contrary to or not compatible with the stipulations.

- 28.4 All rules and regulations issued by virtue of this article must be circulated to all members and shall be in operation with immediate effect but the ASA rulebook shall be the guiding factor in all championships.

ARTICLE 29: APPLICATION OF RULES

- 29.1.1 Championship rules will be in force and applicable at every schools Athletics meeting and competitions, by or under the guidance of L.I.M.S.A. or a District Structure that is a member.

- 29.2 The rules of ASA shall be followed.

ARTICLE 30: APPEALS

- 30.1 Should any person feel wronged, or not in agreement with the application or interpretation of any of the stipulations of this Constitution, Rules and Regulations by a school or any schools Athletics body directly or indirectly affiliated via a member, an appeal against the interpretation or application of that stipulation can be made to the Executive, of the next higher athletics structure.

- 30.2 Should a person feel wronged by or not in agreement with any decision made by the Executive or a member in accordance with article 30 clause 1 or by Management, an appeal can be submitted to the Executive against such a decision.

- 30.3 Should a person feel wronged or not in agreement with any decision of the Executive according to article 30 clause 2, an appeal against that decision can be made to the General Council whose decision with regards to it, is final and binding.

- 30.4 An appeal must be in writing and directed to the Executive.

ARTICLE 31: DISSOLUTION

- 31.1 L.I.M.S.A. may be dissolved if at least two-thirds Majority of the General Council present at the AGM or a Special General Meeting convened for this purpose, are in favour of dissolution.

- 31.2 The General Secretary shall notify each member in writing at least 21 days prior to the date of such a meeting and the assets and liabilities are to be considered.

31.3 In the event of the meeting approving the dissolution of L.I.M.S.A. all assets and/or liabilities shall be auctioned and the proceeds shall be donated to charitable organisations.