

Memorandum of Understanding between Mt Neighbour Pre-school Parents' Association and Urambi Primary School Board

Introduction

This memorandum of understanding has been developed in good faith to provide support, clarity, continuity and a productive working relationship between the Mt Neighbour Pre-School Parents' Association (PPA) and the Urambi Primary School Board (UPSB). This will enable the PPA and the UPSB to work co-operatively to provide the best education result for our children. This memorandum of understanding applies for the school year of 2009 and is effective until the election of new office bearers for the PPA and UPSB.

Administration

1. Both parties acknowledge the importance of maintaining an active Parents' Association at Mt Neighbour Pre-School.
2. It is understood that pre-school education has different needs to that of primary school education, as pre-school learning is play based learning.
3. A member of the PPA will hold a co-opted position on the Urambi school board.
4. The President of the PPA will recommend to the incoming Association that they continue to work with the Primary School in accordance with this MOU. The President will also advise both the UPSB and the incoming PPA on any recommended amendments to this MOU as agreed by the outgoing PPA.

Funding

5. The PPA will not ask parents of pre-school children for a resource donation and will support the AC T Department of Education's request for a voluntary contribution. These funds will be collected by Urambi Primary School and will be held in a separate ledger by the school for the sole use of supporting Mt Neighbour Pre-school.
6. The level of voluntary contribution is to be set at the first school board meeting by recommendation from the Mt Neighbour co-opted member and the school board. For the school year of 2009 it is agreed that the level of voluntary contribution is set at \$60 a term or \$200 a year if paid upfront.
7. The Urambi school board is responsible for providing the following to Mt Neighbour Pre-school.
 - a) Cleaning of the pre-school
 - b) Securing and insuring the building and grounds
 - c) Teacher and student consumables
 - d) Building and grounds maintenance and improvements

8. In the first instance, the school will provide these services through the annual appropriations and temporary grants provided by the Government for this purpose, and only once these are exhausted, by accessing the pre-school's voluntary contributions.
9. The UPSB will seek approval from the PPA to use the Mt Neighbour Pre-school voluntary contributions for any purpose other than the provision of the services outlined above.
10. All voluntary contributions received by the Primary School, that remain unspent at the end of the calendar year, will be made available through the school's ledger for use by the following year's PPA for the educational programs of the pre-school.
11. Urambi Primary School will provide the PPA with a progressive statement of income and expenditure for the pre-school ledger at regular intervals throughout the year.
12. The PPA will rely on fund raising and government grants to cover all the other cost involved in running the pre-school.
13. The PPA and the UPSB will work co-operatively to obtain funding for capital infrastructure and equipment requirements within the pre-school.

Signed for Mt Neighbour Pre-school Parents' Association

Signature _____

Name _____

Position _____

Date _____

Signed for Urambi Primary School Board

Signature _____

Name _____

Position _____

Date _____

Signed for Urambi Primary School

Signature _____

Name _____

Position _____

Date _____