



**Statutes
Of the German School Society
in
Dubai**

NAME, LOCATION AND PURPOSE OF THE SCHOOL SOCIETY AND SCHOOL

§ 1

Name and headquarters of the School Society

The name of the schools association is: School Society of the German International School of Dubai.

Its headquarters are in Dubai, United Arab Emirates.

§ 2

Purpose and goal of the School Society and the school

(1) The purpose of the School Society is the establishment and maintenance of a general-education school including kindergarten/pre-school for German-speaking students.

(2) The school has the goal of offering its students a school education that is based on German educational goals, using German teaching plans and generally geared towards German qualifications. Furthermore, we strive for an adjustment to international qualifications and a multilingual education, especially considering the changes that have occurred in the past few years with regard to the international adjustment of school and university qualifications.

(3) In addition, the school sets itself the task of making its students familiar with the culture and language of the United Arab Emirates and maintaining human and cultural connections and encouraging mutual understanding through extracurricular activities.

(4) Within the scope of these objectives, the school is also open to students of non-German nationality as long as these are proficient in the German language, the capacity of the school allows for them to be admitted and the legal provisions of the U.A.E. are not against this.

(5) The structure of the school is oriented towards these objectives and is determined in detail in agreement with the German Federal Foreign Office with the co-operation of the General Consulate of the Federal Republic of Germany in Dubai.

(6) The kindergarten shall serve the purpose of caring for children who are not yet of school going age and encouraging and educating them as well as preparing them for entering school.

(7) Details pertaining to § 2 Para. 1 to 6 shall be defined in the school regulations. These shall be based in particular on the relevant guidelines and framework of the Standing Committee of the German Ministers of Culture.

MEMBERSHIP

§ 3 Members

(1) A member can be an individual person over the age of 18, generally proficient in the German language and agrees with the purpose of the School Society (§ 2). Members have the right to vote. The applicant must present a written application for acceptance to the executive committee and therein accept the duty to pay an annual sum that shall be determined at the Annual General Meeting. The parents of children accepted as a member are automatically considered members of the School Society. The established members' fee shall only be paid once per family.

(2) Individual people can become members of the School Society. Such persons may send a representative to the members' meeting.

(3) Members who do not pay school fees or do not abide by payment agreements shall not be permitted to vote.

§ 4 Acceptance

The School Society board of management shall decide on applications for acceptance in a secret ballot with a three-quarters majority of the members present. Rejections shall be communicated without the need to indicate a reason.

§ 5

Honorary members

People who have been of especial service with regard to the German School, the German language or cultural relations between the Federal Republic of Germany and the U.A.E. may be named as honorary members with the right to vote upon application by the board of management of the School Society.

§ 6

Expiry of membership

(1) Membership shall expire upon the death of the member or the withdrawal or expulsion of the member from the School Society. Furthermore, membership shall expire if the membership fee due at the beginning of the school year has not been paid by the end of the school year after a previous written reminder.

(2) Withdrawal from the School Society must be communicated to the School Society board of management in writing and shall take effect from the end of the school year.

§ 7

Expulsion

(1) Members may be expelled through a decision by the School Society board of management if they damage the appearance or interests of the German International School Dubai through their behaviour. Before the decision, the member in question must be given the opportunity to respond. The decision requires a two-thirds majority of the members present. The decision shall be communicated together with the reason behind it to the member in question.

(2) The member has the right to invoke the members' meeting against this decision. This meeting shall make a final decision.

MEMBERS' MEETING

§ 8

Dates of members' meeting

(1) The Annual General Meeting shall take place within three months of the beginning of the school year.

(2) Additional members' meetings shall be called upon a decision of the School Society board of management or when requested in writing by at least one fifth of the members from the Chairperson of the School Society board of management and the reason indicated. The members' meeting shall then take place within three weeks.

§ 9 Calling of meetings

Members' meetings shall be called and chaired by the Chairperson of the School Society board of management. Invitations shall be in writing indicating the agenda and must be sent ten days before the date of the meeting.

§ 10 Quorum

(1) (a) The members' meeting has reached quorum if at least one eighth of the members are present for the vote. Absent members who have a child/children at the school may be represented by the second guardian of the child(ren).

(b) Single parents may allow themselves to be represented by another member by means of the granting of authority to act. Each member may represent no more than one other member by means of authority to act.

(2) If quorum is not reached at the meeting, the chairperson shall call a new meeting, which must take place within fourteen days. The new members' meeting shall have quorum regardless of the number of members present.

§ 11 Tasks

The tasks of the members' meeting are:

- (1) Decision-making regarding the minutes of the previous members' meeting (§ 14);
- (2) Reception of the chairperson's report about the activities of the School Society board of management;
- (3) Reception of the principal's report;

- (4) Reception of the accountant's and auditor's reports regarding the financial statement of the School Society board of management;
- (5) Approval of the housekeeping and annual statement of accounts;
- (6) Release of the School Society board of management;
- (7) Decision-making regarding the budget proposal provided by the School Society board of management for the new economic year;
- (8) Decision-making about the acquisition or disposition of assets and arrangement of loans, where the School Society board of management is not authorised to make a decision § 21 Para. 2);
- (9) Decision-making regarding the amount of the membership fee;
- (10) Decision-making about proposals of the School Society board of management communicated to the members in writing with the invitation to the members' meeting;
- (11) Decision-making about applications from the circle of members made in writing to the School Society board of management at least five days before the members' meeting. Applications of the School Society board of management may only be negotiated or decided with the agreement of the majority of the members present;
- (12) Decision-making regarding invocation against expulsion as per § 8 Abs. 2;
- (13) Election of School Society board of management (§ 17);
- (14) Election of accountant and auditor.

§ 12

Voting

- (1) The decisions of the members' meeting shall be taken based on a simple majority vote of the members present unless otherwise agreed. In the case of a stalemate, the chairperson of the meeting shall cast the deciding vote.

(2) Teachers and employees of the school shall not be permitted to vote in the election and release of the board of management.

§ 13 Minutes

(1) Minutes shall be prepared during the meeting and shall be signed by the Chairperson of the meeting and the secretary.

(2) The Chairperson of the School Society Board of Management shall arrange for copies of the minutes to be sent to all members and to the Head of the General Consulate of the Federal Republic of Germany. Requests for changes to the minutes shall be made by the Chairperson by the next members' meeting and kept on.

SCHOOL SOCIETY BOARD OF MANAGEMENT

§ 14 Members and permanent meeting attendees

(1) The School Society board of management is composed of at least 3 and no more than 7 members. Only members of the School Society may be elected. Teachers, employees and members of parents' associations may not be elected.

(2) The following shall attend all meetings of the School Society board of management in an advisory capacity: The Head of the General Consulate of the Federal Republic of Germany in Dubai or his/her delegate and the principal.

§ 15 Other meeting participants

Following a decision of the School Society board of management, additional participants may be invited to advise at meetings or for individual items on the agenda.

§ 16 Term of office and succession

(1) The term of office of the members of the School Society board of management shall be two years. Members may be re-elected.

(2) Should a member of the board of management resign before his/her term of office has expired, the board of management may add another member by election. This election must be conformed by the next members' meeting.

§ 17

Offices and points of order

(1) The School Society board of management shall elect from its members the Chairperson, the Treasurer, the Secretary and their substitutes.

(2) The School Society board of management shall decide on points of order.

(3) The language of negotiation shall be German.

§ 18

Decisions and quorum

(1) The decisions of the School Society board of management shall be reached by a majority vote of the board members present. In the case of a stalemate, the Chairperson shall cast the deciding vote.

(2) The School Society board of management shall have reached quorum when at least half of its members are present.

(3) If the board of management has not reached quorum due to the abstinence of members, the Head of the General Consulate of the Federal Republic of Germany in Dubai or his/her representative shall, if necessary, nominate a manager who shall be authorised to lead all business of the Board until quorum has been restored.

§ 19

Calling of meetings

The Chairperson shall invite members to the School Society Board of Management meetings at least one week before a meeting commences. Should two members of the Board, the Head of the General Consulate of the Federal Republic of Germany in Dubai or the principal request a meeting, the Chairperson shall call a meeting within one week.

§ 20

Tasks of the School Society Board of Management

(1) The School Society Board of Management shall organise all events of the School Society unless they are reserved by a decision of the members' meeting. (S)He shall implement the decisions of the members' meeting.

(2) In detail, the School Society Board of Management shall be responsible for the following tasks:

1. Selection, obligation and dismissal of the principal;
2. Obligation and dismissal of teachers and employees of the German International School Dubai, local preliminary decision regarding the service contracts of the teachers selected in Cologne by the Federal Administrative Department – central department for the overseas school system – with the co-operation of the principal in accordance with the regulation indicated in his/her official regulations;
3. Decision-making about goals and structure of the German International School Dubai with regard to § 2 Abs. 5;
4. Implementation of the regulations introduced for the school by the principal;
5. Advice and compilation of the suggested budget for the new economic year taking into consideration the conditions for authorisation for official German funding;
6. Provision of the necessary means for the school, adherence to budget. The School Society Board of Management shall decide on the taking out of loans for periods of less than one year where the value shall not exceed one twelfth of the annual budget either on its own or together with the other loans,
7. The judicial and extra-judicial representation of the School Society, the provision and acceptance of legal statements for the School Society, the undertaking of legal negotiations of any kind as long as these do not concern real or personal property acquired using means from the Federal Republic of Germany;
8. Decisions regarding applications for reductions in school fees;
9. Decision-making regarding the acceptance and release of School Society members;
10. Calling of the members' meetings and compilation of agenda;
11. Decision-making about regulatory measures as long as the school regulations provide for this.

(3) Decisions, which affect the extent and nature of the German funding, shall be made together with the Head of the General Consulate of the Federal Republic of Germany in Dubai.

(4) Organisational concerns of the school shall be regulated by the School Society Board of Management in agreement with the principal, whose tasks and responsibilities in the pedagogic and administrative sectors are determined by the official regulations.

§ 21

Drafting of documents

The legally binding of documents of the School Society shall arise through the signature of the Chairperson or his/her representative and an additional member of the School Society Board of Management. Where concerns that may affect the extent and nature of the German funding are affected here, the agreement of the Head of the General Consulate of the Federal Republic of Germany in Dubai must be obtained in advance. Where documents affect the official area of the school principal, (s)he shall be allowed to view them.

OTHER PROVISIONS

§ 22

Rights and duties of the principal

The rights and duties of the principal, especially his/her contribution towards decisions of the School Society Board of Management concerning staff, are outlined in the contract of employment, the official regulations, the school regulations and conference regulations.

§ 23

Contribution of teachers, students and parents

The School Society Board of Management shall ensure that teachers, students and parents are permitted to contribute and be involved to an appropriate extent in school life in accordance with the regulations that apply to the school.

§ 24

Auditing

(1) The members' meeting shall elect two auditors who shall audit the entire property administration, especially the cash accounting and the observation of the budget and the annual statement of account once it is completed.

(2) Auditors shall be elected for the following financial year. Auditors may be re-elected.

§ 25

Special obligations of the School Society and the school

(1) These Statutes shall regulate the tasks and internal responsibilities of the School Society. It also provides the basis for the achievement of legal capacity.

(2) Furthermore, there are special regulated obligations of the School Society and the school

- with regard to the responsible native school authorities if the School Supervisory Board is recognised by them;
- with regard to the German Federal Foreign Office and the German Federal Administrative Office – central office for the Overseas School Supervisory Board – because of the conditions for funding;
- with regard to the Conference of German Cultural Ministers concerning teaching plans, German examinations, the recognition of the school in the sense of the rights valid in the Federal Republic of Germany and the working conditions of the teachers.

§ 26

Changes to the Statutes

(1) A change may only be made to the Statutes by the members' meeting of the School Society with a majority of two thirds of the valid votes cast.

(2) Any change to the Statutes requires the approval of the German Federal Foreign Office.

§ 27

Disbandment of the School Society

(1) The School Society may only be disbanded with the agreement of three quarters of all members entitled to a vote.

(2) The liquidation if the School Society shall be arranged by a person or persons employed by the Board of Management.

(3) Existing assets shall then be ceded to the Federal Republic of Germany with the provision that they be held ready at the same location for a period of ten years for the founding of a new German School in the same place. Once this period has expired, the School Society assets shall be used for other German Schools, primarily those in the same country, as directed by the German Federal Foreign Office.

§28
Legal validity

The signatures of the members of the Board of Management shall confirm the acceptance of the Statutes and its liabilities for all members.

Dubai, the

Last worked on by Anke Scholz on 9th November 2009