

Koiwa Third Junior High School

PTA bookmark

For the happiness of children

- ★ As parents, take responsibility for the better development of your children.
- ★ Let's hold each other's hands and strive to create a better environment.
- ★ Practice better activities and grow with your children.

Edogawa Ward Koiwa Third Junior High
School PTA

8-19-1 Kitakoiwa, Edogawa-ku
(3657) 1958 (Representative)

1. How to proceed with the Koiwa Junior High School PTA

Koiwa Third Junior High School has built a history and tradition of 70 years since its opening in April 22. During this time, parents and teachers have been working hard to nurture children in the hope of healthy growth. PTA is a joint effort between parents and teachers. As a place for the same learning, parents and teachers discuss and study well from the standpoint of members, and home education. We will also make efforts to enhance and improve school education. For this reason, every year, we proceed with activities based on the following.

Activity Policy The goal of the PTA is to "value trust and cooperation and aim for bright and effective activities".

Based on this goal, each committee decides on committee goals related to this goal and works on them.

Adult activities Activities are mainly activities in the school to promote friendship among members and improve the qualifications of members. The main activities include collecting waste paper at school accumulation sites, recycling uniforms, and lunch tasting sessions.

Activities outside the school We carry out activities outside the school aiming for the healthy development of children. As a main activity, It will be a community activity (night patrol during summer vacation, festival patrol), Kitakoiwa Festival (flea market).

Public Relations Activities We publish the PTA newsletter to collect and provide information to deepen cooperation between schools and PTAs. We will strive to enhance the content as a place for members to exchange opinions with each other.

2. Organization of the Koiwa Junior High School PTA

Officers (19 elected by the March Executive Committee)	School Staff
会長 森谷 誠一郎 顧問 清塚 正人	Principal
Vice President Shinya Aoki Takaaki Ogiwara Naoto Takemoto Takashi Okubo Takimoto Shunyuki Katsumasa Haruta Kumiko Hayashi Miki Ogasawara Yuriko Otsuki Asuka Haseyama Makoto Kobayashi	Vice Principal
Written by Taeko Ueda Ai Kishi	
Accounting Kaori Sakamoto Accounting Auditor Natsumi Takahashi Miho Haga Kaori Takenaga Aki Yamamoto	1 office worker 1 staff member

General Meeting Regular General Meeting May Introduction of Financial Results, Budget, Activity Plan, Executive Committee

Election of officers and accounting auditors for the next fiscal year and report on activities
Extraordinary General Meeting

Executive Committee Execution period of meeting affairs and the decision-making body next to the general meeting

Held once a month

Plenary Committee as needed

Standing Committee	Personnel Composition	Activity Content
Adult Committee	Committee members and teachers elected from each grade	Waste collection, lunch tasting event, school supplies recycling
External Committee	Committee members and teachers elected from each grade	Collaboration with local organizations Community activities (festivals, patrols, etc.)

		Kitakoiwa Festival (flea market)
Public Relations Committee	Committee members and teachers elected from each grade	Publication of newsletters, public relations activities, and lectures

Activities common to each committee: Regular meeting (chairperson, vice chairperson) once a semester, general meeting (May), participation in each lecture, cooperation with local organizations, help with welcome and farewell parties, help with athletic meets, help with the Kitakoiwa Festival

Graduation Preparation Committee	Committee members elected from the third grade	Planning a "graduation celebration party", preparing souvenirs, helping with graduation ceremony days, etc.
Officer Recommendation Committee	It consists of a total of 15 people, including 6 members from the standing committee, 3 from the officers, and 3 from the school side.	Recommendation of officers and audit candidates for the next fiscal year (Reported at the March Executive Committee)

3. Reiwa 6 (last year) Main activities of each committee member

	Headquarters Officers Committee	Adult Committee	Public Relations Committee	External Committee
Four Monthly	Annual Planning The 1st Board of Directors Meeting General Meeting of Committee Members	General Meeting of Committee Members Annual Plan Drafting Submission Committee meeting and decision in charge Waste collection, school supplies recycling Letter creation, tetoru distribution	General Meeting of Committee Members Annual Plan Drafting Submission Committee meeting and decision in charge Succession	General Meeting of Committee Members Annual Plan Drafting Submission Committee meeting decision in charge handover School Open Reception Decision of the person in charge of community activities, distribution of town council bags, explanation
Five Monthly	The 2nd Board of Directors Meeting Sports day help	1st Scrap Collection The 1st School Supplies Recycling Sports day help School lunch tasting event letter tetoru delivery	Editing No. 240 School supplies recycling coverage	School Open Reception Kitakoiwa District Committee
June	The 3rd Board of Directors Meeting		Issue/Distribution of No. 240	
July	High School Counseling Meeting 2024 Help Executive Committee	School lunch tasting event Executive Committee	Volleyball tournament coverage Coverage of school lunch tasting event Executive Committee	School Open Reception Bon Odori security and patrol of each town council Executive Committee

August	Night patrols		Night patrol coverage	Bon Odori security and patrol of each town council
September	The 4th Board Meeting	The 2nd Scrap Collection Letter Tetoru Distribution 2nd Scrap Collection		School Open Reception
October	The 5th Board of Directors Meeting Helping with the school presentation			
November	The 6th Board of Directors Meeting Kitakoiwa Festival Assistance	The 3rd Scrap Collection Letter Tetoru Distribution 3rd Scrap Collection Kitakoiwa Festival Assistance	Attended the lecture of Enaka P Company	Kitakoiwa Festival Assistance Kitakoiwa district disaster prevention and crime prevention night patrol
December	The 7th Board of Directors Meeting Help with making octopus	School Supplies Recycling Letter Creation	Participation in lectures and seminars	
January	The 8th Board of Directors Meeting Participation in the Takoage Tournament	School supplies recycling and scrap collection letter tetoru delivery	Manuscript Request No. 241	Participation in the Takoage Tournament
February	The 9th Board Meeting	The 2nd School Supplies Recycling The 4th Scrap Collection	Editing No. 241	School Open Reception
March	The 10th Executive Committee of the Board of Directors Meeting with new and old executives Graduation ceremony reception	Creation of notice of 3rd grade recyclables provision, tetoru distribution Executive Committee	Issue 241 Issue/Distribution Work R7 No. 242 Manuscript Request Executive Committee Departure interview	Executive Committee

Graduation Preparation Committee	Preparing Graduation Gifts and Gifts
Headquarters Officer Recommendation Committee	Recommendation activities for officers and audit candidates for the next fiscal year

Koiwa Third Junior High School PTA

Rules

History

May 25, Showa 22 Parents' Association Constitution Enactment

November 18, Showa 62 PTA Constitution Revision

Showa 24 May 29 PTA Rules Enacted Heisei 6 May 7 PTA Rules Revised

April 1, Showa 40 PTA Bylaws Revised May 7, 14 PTA Bylaws Revised

April 1, Showa 43 PTA Bylaws Revised March 10, 24 PTA Bylaws Revised

Showa 48 May 10 PTA Bylaws Revised Heisei 26 May 10 PTA Bylaws Revised

March 10, Showa 52 PTA Bylaws Revised January 14, 29 PTA Bylaws Revised

April 1, Showa 55 PTA Bylaws Revised Reiwa 3 July 19 PTA Bylaws Revised

Chapter 1 Names

Article 1 This association shall be called the Edogawa Ward Koiwa Third Junior High School PTA, and the office shall be located in Koiwa Third Junior High School.

Chapter 2 Objectives

Article 2 The Association will strive for friendship and training among members, cooperate with the development of Koiwa Third Junior High School, and provide welfare to students.

Strive to improve.

Chapter 3 Activity Policy

Article 3 The Association shall act democratically and voluntarily with the purpose of education.

Article 4 The Association does not support or interfere with any commercial, religious, or political party activities.

Article 5 The Association shall cooperate with other organizations that work for the welfare of children, students, and adolescents.

Article 6 The Association shall not interfere with the management of the school or the personnel of teachers.

Article 7 The Association shall not be immediately responsible for the school's finances, teachers' salaries, etc.

Chapter 4 Members

Article 8 The members of the Association shall be the parents and faculty members of students enrolled in Koiwa No. 3 Junior High School.

Those who live in the school district and are particularly interested in education are required to obtain the approval of the executive committee and be a member of the

It can be.

Chapter 5 Accounting

Article 9 The expenses of the Association shall be covered by membership fees and other expenses.

Article 10 The property of the Association shall be used for the purposes of Chapter 2.

Article 11 The accounting of the Association shall be audited once a year.

Article 12 The fiscal year of the Association shall begin on April 1 of each year and end

on March 31 of the following year.

Chapter 6 Officers and Advisors

Article 13 The following officers shall be appointed to the Association:

1. The composition of the officers is the chairman (P1), the vice president (a few P, T1 vice principal),

The treasurer (P, T1) and the secretary (P, T1).

2. The term of office of the new officer shall be one year, and he may be reappointed.

Article 14 The election and inauguration of officers are as follows.

1. The Executive Recommendation Committee recommends candidates from among the members by the Executive Committee in March and approves them by the Executive Committee.

After that, all members will be notified. At the request of the recommendation committee, each chairperson may cooperate.

2. Officers will be elected from among the executive candidates at the March Executive Committee. However, the officers of the faculty and staff will be in the new school year

The principal recommends it.

3. The new officer will be appointed on April 1.

4. When there is a shortage of new officers, if a candidate is elected after April 1 or before the establishment of the recommendation committee,
You may take office with the approval of the board of directors.

Article 15 The duties of the officers are as follows:

1. The president shall represent the association, oversee the affairs of the association, and preside over the general meeting and the executive committee. It also approves the chairman of all committees. However, excluding the Officer Candidate Recommendation Committee and the Accounting Audit.

2. The vice president shall assist the president and act on his behalf when the president is unable to perform his duties.

3. The clerk handles all affairs except accounting.

4. The treasurer accurately records the financial income and expenditure of the association and reports it at each general meeting. In addition, at the general meeting in May, the financial report of the previous year will be submitted and approved for approval.

Article 16 The Association shall have an advisor. (Former Chairman)

Chapter 7 Assemblies

Article 17 1. The General Assembly shall be the highest decision-making body of the Association, and shall be the Regular General Assembly and the Extraordinary General Meeting.

2. The General Assembly shall be established by a majority of the members. In addition, members can submit a power of attorney in lieu of attendance.

Article 18 In principle, the regular general meeting shall be held once a year, and shall be deliberated by convocation or written deliberation.

Deliberation and decision will be made including the following contents.

General Meeting (b) Approval of officers and accounting audit for the new fiscal year (b) Financial report (c) Activity report

2. Activity Plan E, Budget Proposal C, Introduction of the Executive Committee

Article 19 The Extraordinary General Meeting may be convened and held on an extraordinary basis when the Executive Committee deems it necessary or when more than one-fifth of the members request it.

Article 20 The resolution of the general meeting shall be decided by a majority of the attendees.

Article 21 The Executive Committee shall be the executive body of the Association's affairs composed of officers, the chairman of each standing committee, the vice-chairperson, or a person equivalent to the person appointed thereto, and shall be the decision-making body next to the General Assembly.

Article 22 The Executive Committee shall meet once a month in principle, and its duties are as follows:

1. Deliberation of proposals and activity plans submitted by various committees
2. Preparation of budget proposals
3. Preparation of documents to be submitted to the general meeting
4. Establishment of a special committee
5. Deliberation of contingent affairs

Article 23 The General Committee shall be held at any time as necessary.

Article 24 The Officer Candidate Recommendation Committee shall consist of a total of 15 members, including 9 members from the Standing Committee, 3 from the Standing Committee, and 3 from the School in April of each year. If a standing committee is not established, an officer will act on his behalf.

Article 25 The committee shall be a standing committee or a special committee, and shall be held at any time as necessary. The standing committee shall be the Adult Committee, the Public Relations Committee, and the Off-campus Committee. The Special Committee may establish a special committee with the approval of the Graduation Committee, the Executive Recommendation Committee, and the Executive Committee if necessary for operation.

Article 26 The standing committee shall be divided between parents and teachers elected from the adult committee, public relations committee, and off-campus committee.

The chairman and vice-chairman of each committee shall be elected. The graduation committee of the special committee is selected from the parents of the third grade.

Put out.

Article 27 The planning and operation of various committees require the approval of the Executive Committee.

Article 28 The principal may attend the general meeting and committee meeting as a representative of the school.

Chapter 8 Provisions

Article 29 These Articles of Association shall come into effect on July 20, Reiwa 3, and

such amendments and abolitions shall be made with the approval of the General Assembly.
Article 30 If it is necessary for the smooth execution of the affairs of the Association, the President may establish separate rules with the approval of the Executive Committee.

PTA Membership Fee Regulations

Date of enactment: November 1, 4th year of Reiwa

(Purpose)

第1条 These bylaws specifically stipulate the matters necessary for the smooth implementation of procedures related to PTA membership fees.

(Collection method)

第2条 The method of collecting PTA membership fees is as follows.

- (1) In order to handle cash and prevent non-payment of membership fees, we will use an automatic debit account for school lunch expenses, etc.
- (2) In order to protect the personal information of members, the management of the account will be handled by the school administration.
- (3) Regarding the settlement of membership fees related to moving in and out, non-payment of membership fees, etc., the school office and the PTA will work together to deal with this.

(Membership Fee)

第3条 PTA membership fees are as follows.

- (1) Parents are enrolled in 4,000 yen per year for each student
- (2) 4,000 yen per faculty member per year

(Membership Fees for Moving In)

第4条 The membership fees for moving in and out are as follows.

- (1) It will be calculated on a monthly basis of 400 yen per month. However, in consideration of school events, the monthly fee will be 0 yen in August and March. The specific monthly amount is shown in Table 1.
- (2) The month in which you move in and out is 400 yen per month, excluding August and March, based on the preceding paragraph. The specific annual membership fee at the time of moving in is shown in Table 2, and the refund at the time of moving out is shown in Table 3.

Table 1 Monthly PTA membership fee (yen)

Monthly	April	May	June	July	August	September	October	November	December	January	February	March
Membership Fees	400	400	400	400	0	400	400	400	400	400	400	0

Table 2 Annual membership fee in the month of moving in (yen)

month	April	May	June	July	August	September	October	November	December	January	February	March
Membership Fees	4,000	3,600	3,200	2,800	2,400	2,400	2,000	1,600	1,200	800	400	0

Table 3 Refund for the month of moving out (yen)

month	April	May	June	July	August	September	October	November	December	January	February	March
Membership Fees	3,600	3,200	2,800	2,400	2,400	2,000	1,600	1,200	800	400	0	0

PTA celebrations and condolences regulations

1. Students and parents

(1) Death

(1) Students	30,000yen
(2) Parents	30,000yen
(2) Sympathy (students)	Same as the current faculty and staff regulations.
(3) Disasters	Consult with the board of directors.

2. Current faculty and staff, etc.

(1) Marriage

(2) Childbirth 5,000 yen

(3) Death

(1) Person 30,000yen

(2) Spouse 5,000 yen

(3) Children and parents (real) 5,000 yen

(4) Sympathy (the person) (Consult with the board of directors during official duties)

(1) Hospitalization (more than 1 week) 5,000 yen

(2) Sick leave (more than 1 month) 5,000 yen

(5) Transfer and retirement

(1) Principal and Vice-Principal *10,000 yen + (1,500 yen × number of years of employment)

(2) PTA teachers * 5,000 yen + (1,500 yen × number of years of employment)

(3) Other teachers * 1,500 yen × number of years of employment
(minimum 2,000 yen)

***Prices below 1,000 yen will be rounded up.**

(6) Disasters

Consult with the board of directors.

3. Others

(1) Local meritorious persons, PTAs, alumni, etc. shall consult with the board of directors each time.

(Scope: Excluding graduates, former officers, executive committee members, etc.)

(2) Others Consult with the Executive Committee.