

Schools for Health in Europe Network Foundation

Articles of Association



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Schools for Health in Europe

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§ 1 Name

Schools for Health in Europe Network Foundation (SHE).

§ 2 Aims of Schools for Health in Europe Network Foundation

2.1 The aim of SHE is to support the development and implementation of school health promotion in the WHO European region and Central Asia.

SHE will:

- advocate for school health promotion.
- provide information about school health promotion.
- share good practices, expertise, and skills.
- develop and provide materials on school health promotion.
- provide support and professional development of SHE members.
- encourage research on school health promotion.

2.2 SHE focuses on making health promoting schools and school health promotion a more integral part of policy development in both the education sector and the health sector in Europe. SHE will encourage each member country to develop and implement a national policy on health promoting schools, building on the experiences within the country, within Europe and abroad. Such a policy will also be supported by enabling schools to actively take part in a wider community in Europe.

2.3 in agreement with the Paris Declaration, SHE focuses on implementing school health promotion to make every school in the WHO European region and Central Asia a setting that promotes health and well-being for all

2.4 SHE is non-profit making.

§ 3 Methods of working

3.1 In SHE the following methods of working are used to achieve the overall aim:

- a) to act as the platform for professionals active in school health promotion.
- b) to stimulate professional exchange on theoretical, conceptual, and methodological development in school health promotion, including research and good practice.
- c) to stimulate the development and extension of partnerships between health, education, youth, and other appropriate sectors at the European, national, and regional level.
- d) to advocate for the importance of school health promotion on any relevant agenda on a national and European level.
- e) to provide support for national, regional, and local development and implementation of school health promotion strategies and policies.
- f) to identify and disseminate knowledge, expertise, consultancy, and good practice on school health promotion in Europe and Central Asia.



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- g) to support development of links between school communities and students to facilitate exchange of learning and practice.

§ 4 Schools for Health in Europe Network Foundation membership

4.1 SHE membership is for countries/regions represented by national/regional coordinators.

4.2 SHE acknowledges the cultural and administrative differences in countries but recommend that the SHE coordinators – both national and regional – have national/regional support both by the Ministry of Education and the Ministry of Health.

4.3 The national coordinators of SHE plays a central role in the Schools for Health in Europe network foundation. They are the official representatives of the member countries of SHE. More than one national coordinator can be appointed in one country.

A national coordinator of SHE:

- is preferably supported by the Ministry of Education and the Ministry of Health (cf. 4.2);
- acts as the key person for SHE in the development of school health promotion in her/his country with a strategic position and an accepted status.
- can appoint a delegated coordinator in her/his place.

SHE national coordinators are represented in the SHE board (cf. 8.2). Election of the SHE board takes place during the general SHE assembly meeting.

4.4 It is possible for a region to be a member of SHE. This will support the further networking and exchange of school health promotion in the country and on a European level. More than one regional coordinator can be appointed in one region.

A regional representative of SHE:

- is preferably supported by the Regional Department/Ministry of Health and Ministry of Education.
- acts as contact person for the region, in close collaboration with the SHE national coordinator of the country (if such a national coordinator exists);
- can appoint a delegated coordinator in her/his place.

4.5 SHE Research Group

The SHE Research Group consists of individual researchers with expertise, capacities and interest in (further) developing, exploring and testing/evaluating relevant issues and approaches concerning school health promotion within the European context.

Members of the SHE Research Group are invited to attend the general SHE assembly meetings as observer.

The SHE Research Group are led by a chairperson and a co-chairperson. The chairperson and co-chairperson are elected at the SHE Research Group Meeting for a 3-year period and approved by the SHE Assembly. If the vote is tied then the person will be chosen at random from those with equal votes, e.g. by a simple draw. To avoid change in seats at the same time, the chairperson of the SHE Research Group as a starting point are elected for a 4-year period.



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The chairperson and a co-chairperson are responsible for forming a steering group to support the work in the SHE Research Group

§ 5 Schools for Health in Europe Network Foundation member's obligations

5.1 A national coordinator of SHE:

- has an in-depth understanding, experience, and active involvement in school health promotion in her/his country.
- will share her/his expertise and experience on school health promotion with their national network(s) on school health promotion and SHE.

5.2 A regional coordinator of SHE:

- has an in-depth understanding, experience, and active involvement in school health promotion in her/his region.
- will share her/his expertise and experience on school health promotion with their regional network(s) on school health promotion and SHE.

5.3 The overall aim of the SHE Research Group is to further develop, explore and test/evaluate relevant issues and approaches concerning school health promotion within the European context.

The SHE Research Group tasks and responsibilities will be approved by the SHE Board and specified with annual work plans, starting with 2019.

§ 6 Schools for Health in Europe Network Foundation general assembly

6.1 The SHE assembly is the basic steering and decision-making body of SHE.

6.2 The SHE assembly meetings are held annually. All members of SHE (national coordinators, regional coordinators, members of the research group) can participate in the SHE assembly.

6.3 The agenda must be presented to the members 1 month before the SHE assembly meeting.

6.4 The agenda must by a minimum contain the following:

- 1) election of chairperson.
- 2) election of keeper of the minutes.
- 3) international coordinators report (cf. 9.2).
- 4) approval of the financial statement for the past year of SHE and budget for the coming year.
- 5) proposals from the SHE board and/or SHE members.
- 6) election of members of the SHE board.
- 7) election of financial auditor.
- 8) AOB.



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6.5 Proposals for the agenda from SHE members must be sent to the chairperson of the SHE board no later than 2 weeks before the SHE assembly is held.

6.6 The minutes from any SHE assembly is signed by the keeper of the minutes and the chairperson of the SHE Board.

§ 7 Voting

7.1 Only the national coordinators of SHE, or their nominated replacements, have the right to vote during SHE assembly meetings and when decisions are necessary in between meetings.

7.2 Only one national coordinator per country can vote. If more than one national coordinator represents a country, it is for the coordinators/country to decide who has the right to vote.

7.3 In absence of a national coordinator, a regional coordinator will be eligible to vote during the SHE assembly as a country representative elected among regional representatives of her/his country (if more regional coordinators exist). If more than one regional coordinator represents a country it is for the coordinators/country to decide who has the right to vote.

7.4 Decisions and elections are taken by simple majority rule based on one country (national or regional coordinator) – one vote. National representatives may also inform the SHE secretariat in writing of their intended vote(s) if they are unable to attend a SHE assembly meeting and to nominate a replacement.

7.5 Submitted votes include those which are left blank, but not those which are spoilt.

7.6 Where decisions are necessary in between SHE assembly meetings, voting on particular issues can take place by email.

7.7 The SHE assembly is competent to transact business regardless of the number of attendees.

§ 8 Schools for Health in Europe Network Foundation Board

8.1 The SHE Board is the body in charge of the SHE Network Foundation and supports the SHE secretariat (cf. § 9), overseeing the progress and functioning of SHE between assemblies.

8.2 The SHE Board consists of the SHE secretariat (manager/international coordinator), four national/regional SHE representatives, the chairperson of the SHE Research Group and an alternate board member.

8.3. All board members are elected as individuals representing their country.

8.4 The co-chairperson of the SHE Research Group and The World Health Organization Regional Office for Europe has an observer status at SHE board meetings.

8.5 The four national/regional SHE representatives are elected by the SHE assembly for a 2-year period. To avoid change in seats at the same time, two board members as a starting point are elected for a 3-year period. If the vote is tied then the person will be chosen at random from those with equal votes, e.g. by a simple draw.



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- 8.6 The SHE board shall elect a chairperson, a rapporteur and treasurer.
- 8.7 The members of the Board do not receive remuneration for their work. With board approval, members may be reimbursed for reasonable expenses.
- 8.8 A minimum of three representatives will be required in addition to the secretariat for a meeting to be able to make decisions.
- 8.9 In accordance with the above-mentioned a substitute member is elected for a 1-year period.
- 8.10 If an available seat on the board cannot be filled, the SHE board will call for an extraordinary assembly to get the seat filled. The term of office of the newly elected member of the board will be limited to the remaining period of the original term.
- 8.11 The SHE board can be unseated by simple majority at an extraordinary assembly. However at least 50 percent of the members entitled to vote must be present and vote.
- 8.12 SHE board meetings will be held as often as required and will be led by the chairperson. Any member of the SHE board can call for a board meeting.
- 8.13 When voting in the SHE board a majority of votes will be applied. In the event of a tie, the chairperson has the casting vote.
- 8.14 Whenever a board meeting is held minutes from the meeting will be made available to the SHE members.

§ 9 Schools for Health in Europe Network Foundation Secretariat

- 9.1 The SHE secretariat is located at University College South, Denmark.
- 9.2 The SHE manager/international coordinator is located at the SHE secretariat.
- 9.3 The SHE secretariat will:
- coordinate the activities of the network.
 - draft the agenda for the SHE assembly and the meetings of the SHE board.
 - ensure that minutes of the SHE assembly and the SHE board meetings are taken and disseminated to the network.
 - identify and recommend new members to the SHE assembly.
 - receive applications for new national and regional representatives for SHE and to forward these to the SHE Board for review before submit-ting to the SHE assembly.
 - be the central point of contact between the members of SHE.
 - promote collaboration with other organizations and networks working in the field of school health promotion.
 - maintain a helpdesk function.
 - maintain the SHE website.
 - search for sustainable funding.
 - manage financial statement.

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§ 10 Schools for Health in Europe network foundation extraordinary assembly

10.1 SHE extraordinary assembly is summoned when the SHE Board decides to do so or when at least 1/5 of the SHE members entitled to vote request this in writing to the SHE Board.

10.2 A SHE extraordinary assembly must be held no later than 6 weeks after the SHE Board has received the written request.

18.3 Summon for extraordinary SHE assembly is the same as for ordinary SHE assembly (cf. 5.3; 5.5; 5.6).

§ 11 Authority to sign documents and liability

11.1 The authority to sign documents is given to the chairperson of the SHE Board or 4 board members in unity.

11.2 For the obligations SHE is liable with its assets only. The members of SHE is not personally liable for the obligations of SHE.

§ 12 Loans & credits

12.1 SHE cannot establish loans and credits.

§ 13 Financial statement and accountability

13.1 The financial year of SHE follows the calendar year.

13.2 The financial statement is audited by a competent accountant, association or organization which has been approved at the SHE Board.

13.3 Following approval by the Board, the financial statement will be presented at the SHE assembly for final approval

§ 14 Amendment

14.1 Amendments require at least 1/3 of the members entitled to vote by numbers to be represented at the SHE assembly and at least 2/3 of the attending members to approve the amendment.

14.2 If 1/3 of the members entitled to vote by numbers is not represented at the SHE general assembly and if simple majority is achieved, a call for an extraordinary assembly is made. The amendment can then be passed if 2/3 of the at-tending members entitled to vote approve.

14.3 Such an extraordinary assembly must be held no later than 6 weeks after the assembly where the amendment was first proposed.



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§ 15 Exclusion

15.1 If a national or regional coordinator does not fulfill his or her obligations or live up to the aims of SHE, the coordinator can be excluded from SHE.

15.2 The ministry of Education and/or the Ministry of Health will be notified, and SHE will go into dialogue about replacing the current coordinator.

15.3 An excluded member can ask for the exclusion to be addressed at the first coming general SHE assembly.

§ 16 Disputes

16.1 The Articles of Association of SHE is governed by Danish law and any dispute arising in relation to them is referred to the Danish courts.

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