

**ST KIERAN'S COLLEGE
KILKENNY**



Parents' Association Constitution

ST KIERAN'S COLLEGE – PARENTS' ASSOCIATION CONSTITUTION

- 1. NAME:** The name of the Association shall be ST KIERAN'S COLLEGE PARENTS' ASSOCIATION
- 2. OBJECTIVES:** The objectives of the Association shall be:
 - a) The advancement of the moral, mental, social and cultural well-being of the students in accordance with the school's Mission Statement.
 - b) The fostering of good relations between parents, teachers, students and the school authorities.
 - c) The election of parents' nominees to the Board of Management.
- 3. MEMBERSHIP:** All parents or legal guardians of students attending the school shall be automatic members of the Association.
- 4. AFFILIATION:** If the Association believes that its aims and objectives are furthered by association with or membership of Regional and/or National Organisations, then it may affiliate with such, provided that the Executive Committee decides by 2/3 majority, or the Annual Meeting decided by a simple majority. Any such decision would have to be ratified by the school Board of Management.
- 5. GENERAL MEETINGS:**
 - a) The Annual General Meeting shall be held during October each year, if possible.
 - b) The executive committee shall call Extraordinary General Meetings when the Executive Committee deems it desirable or when a written request to call an Extraordinary General Meeting is received by the Executive Committee, signed by at least 50 parents.
 - c) Public Notice shall be given in advance of a General Meeting.
 - d) Meetings shall be chaired by the Chairperson. Otherwise the Executive Committee shall elect one of its members to chair the meeting.
 - e) A quorum for meeting shall be 4 parents.
- 6. EXECUTIVE COMMITTEE:**
 - a) An Executive Committee shall be formed from such parents/guardians as indicated, in writing, their willingness to serve on the committee.
 - b) The committee shall appoint from among its elected members the officers of the Association: Chairperson, Hon. Secretary and Hon .Treasurer and other such officers as it deems necessary.
 - c) The committee shall have the power to co-opt members to fill any vacancies which occur on the committee.
 - d) The Executive Committee shall meet at least once per term.

- e) The Executive Committee may invite to meetings such persons as the Committee decides.
- f) Minutes of all meetings shall be kept by the Hon. Secretary who shall present the minutes to the Committee for approval at a subsequent Committee meeting.
- g) The Executive Committee shall have the power to appoint sub-committees to assist it from time to time. Sub-committees may consist of members or non-members of the Association and shall report to the Executive Committee.

7. ELECTION OF PARENTS' REPRESENTATIVES TO THE BOARD OF MANAGEMENT:

- a) In accordance with the rules governing nomination of Parents' Representatives to the school Board of Management, the Association shall conduct an election to nominate the parents' representatives to the Board of Management.
- b) Notice of the election shall be given to all parents in advance of the date of the election.
- c) This Constitution may be amended from time to time at the General Meeting of the Association. A two-third majority of the members present shall be required to carry an amendment to the Constitution.
- d) An annual subscription shall finance the Association. The amount of subscription and method of payment shall be decided from time to time by a General Meeting on the advice of the Executive Committee.

8. OFFICIAL STATEMENT AND REPRESENTATIONS:

- a) No member of the Association shall make any official or public statement or representation on behalf of the Association.

9. LIAISON WITH SCHOOL AUTHORITIES:

- a) Liaison with School shall normally be maintained through correspondence by the Secretary with the Principal of the school and/or his nominees.
- b) The Executive Committee may, however, should it consider it desirable and appropriate, correspond, in writing, or seek a meeting with the Board of Management.
- c) The Association, in discharging its functions, recognises that the examination and resolution of problems relating to individual pupils or parents, will be for determination between the individual pupil and/or his parents and the School Authorities.
- d) The Association also recognises that matters concerning the School Curriculum and its implementation are the function of the School Authorities.
- e) The Executive Committee shall present a report of its activities during the preceding year, including a financial statement to the Annual General Meeting.

10. WINDING UP:

- a) Winding up of the Association shall only be valid if accepted at a General Meeting convened for this purpose. In the event of the winding up of the Association any assets on hand shall be presented to the Board of Management for school purposes.