

**AMENDED CONSTITUTION OF PARENTS' ASSOCIATION OF
THE HOLY CHILD SCHOOL KILLINEY.**

1.00 NAME

The name of the association shall be :

'The parents' Association of the Holy Child School, Killiney'.

2.00 AIMS

- 2.01 To assist the staff in preserving and fostering the education ideals of the Society of The Holy Child Jesus as set out in the school prospectus.
- 2.02 To maintain a well-informed link between the home and school and foster a deeper understanding between parents, pupils and staff.
- 2.03 To assist the staff in promoting the mature self-fulfilment of the pupils through spiritual, cultural, intellectual and physical growth.
- 2.04 To provide a forum for discussion of issues of general interest to parents, pupils and staff.
- 2.05 To encourage parental activity in the social environment of the school.
- 2.06 To participate in any appropriate form of school management.

ARTICLES OF ASSOCIATION

3.00 MEMBERSHIP

- 3.01 Membership of the Association shall comprise all parents and legal guardians of pupils in the school. Membership of the Association ceases when parents have no children at the school.

4.00 COMMITTEE AND ELECTIONS

- 4.01 The Committee shall consist of ten elected representatives from the membership and that the two parents nominees shall be *ex officio* members of the Committee.
- 4.02 The Committee shall be elected annually at an A.G.M. to be held not later than October 31 each year.
- 4.03 All nominations for election shall be accepted at the Annual General Meeting and must be proposed and seconded. In any case where a nominee is not present at the Annual General Meeting, his or her nomination must be submitted to the Honorary Secretary in writing before or at the Annual General Meeting and must carry the nominee's consent and the signature of a proposer and seconder, both of whom must be members of the Parents' Association.
- 4.04 Voting for elections shall be by secret ballot on a straight count basis and the Chairperson shall have a casting vote. Other resolutions may be carried by a show of hands.

4.05 At its first annual meeting, the Committee shall elect from among its members:-

CHAIRPERSON
VICE CHAIRPERSON
SECRETARY
ASSISTANT SECRETARY
TREASURER

4.06 If a vacancy arises during the period of office of the Committee, such a vacancy may be filled by co-option, at the discretion of the Committee.

5.00 GENERAL MEETINGS

5.01 Annual General Meetings

Written Notice shall be sent out not later than fourteen days in advance. It shall contain the Agenda for the meeting and provision for AOB.

5.02 The meeting shall be chaired by the outgoing Chairperson of the Committee.

5.03 A quorum of the AGM shall be 30 members.

5.04 Extraordinary General Meetings shall be called by the Committee when they deem it desirable or when they receive a written request expressing the purpose for which the meeting is sought. This request must be signed by 10% or more of the members. The quorum of an Extraordinary General Meeting shall be 12 members.

6.00 COMMITTEE MEETINGS

6.01 The Committee shall normally meet twice a term.

6.02 Meetings of the Committee shall be called by the Chairperson or Secretary, or at the request of any four members.

6.03 A quorum for the Committee shall be six members.

7.00 CHANGES TO ARTICLES OF ASSOCIATION

7.01 Articles may be made and changed at the General meetings and such Articles shall not subsequently be changed except at a General Meeting. Such changes shall require two-thirds majority of those present and voting.

8.0 ANNUAL REPORTS

8.01 The Secretary and the Treasurer shall submit written annual reports for consideration by the members attending the Annual General Meeting; these reports shall be circulated in advance with the Agenda.

9.0 BOARD OF MANAGEMENT

- 9.01 The Committee shall organise the election of the parents' nominees to the Board of Management when the same is established in accordance with the terms of the Articles of Management and the following procedures.
- 9.02 An election shall be held at least one month prior to the expiry of the term of office of the Board of Management.
- 9.03 The election shall be held at a General Meeting of the Association at such place and time as the Committee resolves. The nominees shall be elected on a straight count basis. In the event of a tie the results shall be determined by the drawing of lots.
- 9.04 Notice of the election shall be sent to all parents in the school at least 21 days in advance of the date of the election.
- 9.05 Nominations shall be submitted to the Secretary of the Committee not less than seven days in advance of the date of the election.
- 9.06 Nominations shall be in writing, containing the signed consent of the nominee together with the signatures of at least four members of the Association.
- 9.07 In the event of a nominee ceasing to be a Member of the Board of Management, such a vacancy shall be filled by special election conducted in accordance with the foregoing procedures.
- 9.08 In accordance with the terms of the Articles of management, a parent's nominee on the Board of Management may be removed from office by the Members of the Association. Such removal shall be decided by referendum. Within thirty days of the receipt of the written request for such removal, signed by at least 10% of the Members of the Association, the Committee shall organise a postal referendum to decide on the request. The referendum shall be regarded as being carried if the request is supported by at least two-thirds of those voting provided that at least 50% of those eligible to vote do so.