



Pobalscoil Neasáin Parents' Association

CONSTITUTION

Name

The name of the Association shall be called Pobalscoil Neasáin Parents' Association.

The aims of the Association are:

- To provide a forum for all parents / guardians of children in Pobalscoil Neasáin and to represent the views of parents / guardians.
- To provide information to all parents on matters of interest, in relation to the school and educational matters in general.
- To raise funds for Pobalscoil Neasáin to provide extra equipment, teaching aids, sports equipment, etc.
- To provide opportunities for parents, Board of Management and teachers to meet.
- To organise and support activities in the school.
- To affiliate to PACCS.
- To provide a forum for the exchange of information between parents and the parents' representatives on the Board of Management.

The Parents' Association

- (a) Should not be used as a complaints forum for individual children's problems. Such problems should be left to the Parents concerned, the student and the relevant school staff.
- (b) Should not be regarded as principally a fundraising body.

Membership

All parents and guardians of pupils attending Pobalscoil Neasáin shall be members of the Association.

General Meetings

The Annual General Meeting shall be held during the month of October of each year.

Extraordinary General Meetings shall be called by the Executive Committee 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 fifty parents.

Public notice shall be given 14 days in advance of a General Meeting. General Meetings shall be chaired by the Chairperson or, in the absence of the Chairperson, by the Vice-Chairperson. Otherwise the Executive Committee shall elect one of its members to chair the meeting.

Affiliations

This Association will be affiliated to the Parents Association of Community and Comprehensive Schools (PACCS).

Executive Committee

The Executive Committee shall consist of:

- Minimum of six members elected at the Annual General Meeting.
- The Principal / or Deputy Principal.
- The Parents' Representatives elected to the Board of Management.

Nominations for election of Committee members must be lodged in writing with the outgoing Secretary before the AGM and not less than 7 days before the date of the meeting. Each nominee must have a proposer and seconder and must be present at the AGM. If there are insufficient nominations for the Executive, nominations may be taken from the floor at the AGM.

All members shall be entitled to vote at such elections.

The Executive Committee shall carry out the executive function of the Association, shall meet at least once a term and shall prepare an Annual report for presentation to the AGM.

The Executive Committee shall elect a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary and Treasurer at its first meeting.

Should a vacancy occur during the year, the Executive Committee may co-opt another member to fill the vacancy.

The length of term for the elected officers on the Committee should not exceed three consecutive years when the officer must then step down from this position but can continue to serve as a member of the committee.

The Executive committee may form sub committees from time to time, as required. The sub committees will comprise parents who are interested in helping with these activities.

Quorum

At meetings of the Executive Committee a quorum shall be six members of the Committee and at General Meetings a quorum shall be not less than twenty members of the Association.

Finance

The Executive Committee shall open a bank account in the name of “Pobalscoil Neasáin Parents Association”. Cheques and / or withdrawals must be signed by any two of the following officers - Chairperson, Secretary, Treasurer.

The Treasurer shall prepare and present to the Annual General Meeting a statement of the accounts of the Association up to the last day of the month preceding the Annual General Meeting.

This statement shall be audited previously by two elected members of the Association, (not officers) who shall have been appointed by the previous Annual General Meeting.

Alterations To The Constitution

Amendments and additions to the Constitution may be proposed at the Annual General Meeting provided at least three weeks’ notice has been given in writing to the Secretary, who shall circulate the proposals with notices of the Meeting.

No amendments or additions shall be deemed carried unless with the approval of at least two-thirds of the members present at the Annual General Meeting.

Winding Up

Winding up of the Association shall only be valid if accepted at a General Meeting convened for this purpose.