

Constitution of Belgrove Senior Girls' School Parents' Association

Aims/Objectives

1. To provide a structure for the involvement of parents in the education of their children.
2. To provide representation for all the parents of children attending Belgrove Senior Girls' School¹.
3. To work with and support the principal, teachers and Board of Management to achieve the best possible education for the students attending the school.
4. To facilitate and encourage effective communication between parents and the principal and teachers in the school.
5. To promote the interests of the students in co-operation with the Board of Management, the principal, teachers and students.
6. To undertake fundraising and other activities that would facilitate achieving the aims and objectives of the Association.

Membership

7. Membership of the Association includes all parents (or guardians) of the children who currently attend the Senior Girls' School.

Structure

8. The Association shall be structured as to:
 - a) A Committee, which manages the affairs of the Parents' Association, and
 - b) Sub-committees, as required, to manage areas of activity as defined by the Committee, and which it considers to be relevant to the aims and objectives of the Parents' Association.
9. The Committee shall be comprised of a minimum of five positions including Chairperson, Secretary and Treasurer. The two parent nominees to the Board of Management² shall be *ex-officio* members of the Committee.
10. The Committee officers; Chairperson, Secretary and Treasurer; shall be elected by the Parents' Association at its Annual General Meeting ("AGM") and shall take office immediately thereafter.
11. The Committee officers shall hold office for one year and may be re-elected but may not hold the same office for more than two consecutive years.

¹ Scoil Eoin Baiste Cailíní Sinsearacha

² The provisions of the Governance Manual for Primary Schools 2019-2023 and as may be from time to time amended are noted in respect of Section 8.3 whereby Board members are not delegates of their electorates.

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- 12.** The Committee shall hold at least four meetings (but preferably monthly meetings) during the school year at dates and times agreed at the first Committee meeting after the AGM.
- 13.** An agenda shall be prepared and circulated in advance of each meeting and decisions reached by the committee shall be recorded in the minutes.
- 14.** A simple majority of committee members (half the number of committee members, plus one) shall constitute a quorum.
- 15.** Any member may participate in a sub-committee by indicating their availability.
- 16.** The association may affiliate to the National Parents' Council (Primary) on an annual basis.

Finance

- 17.** The Association will finance its activities through fundraising specifically to achieve the aims and objectives of the Association.
- 18.** The Treasurer shall be responsible for keeping the accounts of the association. The Treasurer will give a statement of income and expenditure at each Committee meeting and will give a written statement of income and expenditure at the AGM. The annual accounts submission shall be approved at the AGM.
- 19.** Fundraising activities will be agreed in advance with Board of Management and will be for projects agreed with the Board of Management.
- 20.** In the event of the committee's dissolution, power of attorney shall pass to the Board of Management with the proviso that resources be disposed of at the discretion of the Board of Management.

Annual General Meeting ("AGM")

- 21.** The AGM of the Parents' Association shall be held in the first term of each school year.
- 22.** Notice of the AGM shall be sent to all parents or guardians of students attending the Senior Girls' School, at least one week in advance of the date scheduled for the AGM.
- 23.** Resolutions at the AGM shall be decided by vote on the basis of simple majority of those attending.
- 24.** The officers of the committee shall be elected at the AGM.
- 25.** The annual accounts submission shall be approved at the AGM.
- 26.** This Constitution can only be amended by resolution adopted by two-thirds of those present and voting at the AGM.

Effective Date: 5 October 2021