Constitution of the Parents' Association, Donard National School
Donard, Wicklow
Charity Number: 20139148

1. The 'Association' shall be known as the Donard National School Parents' Association.

2. The Association is the structure through which parents/guardians in the school can work together for the best possible education for their children.

3. The aims of the Association are to:

    a. Support the school in its efforts to provide the best possible education for its students.
    b. Promote the interests of the students in the school in co-operation with the Board of Management, principal, teachers and students.
    c. Work with the Board of Management, principal and staff to build effective partnership of home and school.

4. All parents/guardians of pupils in Donard National School are deemed to be members of the Association.

5. An Annual General Meeting (AGM) of the Association shall be held each year. All members of the Association shall be notified of the date and time of the AGM at least seven days in advance.

6. The business of the AGM is to:

    a. Elect officers to the Committee of the Parents' Association for the coming year.
    b. Receive a report from the chairperson regarding the activities of the Association during the previous year.
    c. Receive a report from the treasurer regarding the income and expenditure of the Association during the previous year.
    d. Adopt the Constitution of the Association or approve any alterations or amendments to the Constitution.

7. The Committee of the Association shall consist of the following elected officers: a chairperson, a secretary and a treasurer. In addition to the elected members, the school principal shall also be a member of the Committee. The Committee will also aim to consist of one, or more, parent/guardian members for each year group in the school.

8. The term of office of the Committee shall be one year.

9. A quorum for an AGM or meeting of the Association shall consist of three members, the principal and at least one of the following officers: chairperson, secretary, treasurer.

10. The Association shall hold a regular meeting at least four times in each school year. Special or emergency meetings shall be held as required. All members of the Association shall be notified of the date and time of each meeting at least seven days in advance.

11. Providing that a quorum is reached, the meeting chair shall seek the approval of those present to commence the meeting and to adopt the agenda. Members may submit additional agenda items at the start of the meeting for inclusion under A.O.B.

12. Decisions requiring a vote shall be decided by a simple majority of all members present at the meeting. In the event of a tied vote, the meeting chair shall have a second or casting vote.

13. The Association is entitled to raise funds for the administration and activities of the Association. They shall consult with the Board of Management about any fund-raising for the school or school projects. The approval of the Board of Management is needed prior to these funds being raised. The expenditure of these funds will be approved by the Board of Management in consultation with the Association.

14. The Association can consult with the Board of Management to suggest and/or organise extra-curricular activities in the school.

15. The Association can invite speakers to address members on issues which are topical or relevant.

16. The Association can advise the principal and Board of Management on policy issues and incidents that may require a review of school policy.

17. The Association is not a forum for complaint against either an individual teacher or member.

18. The Association will affiliate to the National Parents Council annually.

Ratified
AGM Parents' Association
7th November 2023
Version 1.0