

# Sligo Grammar School

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## CONSTITUTION OF SLIGO GRAMMAR SCHOOL PARENTS' ASSOCIATION

### 1. NAME:

The Association shall be called Sligo Grammar School Parents' Association.

### 2. OBJECTIVES:

- a) The promotion of parents and guardians as those entrusted with the primary responsibility of the education of their children.
- b) The advancement of the education and welfare of the pupils in accordance with the Church of Ireland and Protestant ethos of the school.
- c) The fostering of understanding and co-operation among parents, teachers, the Board of Directors and the Board of Management.
- d) The promotion of social and educational activities.

Through affiliation with Compass, to ensure that:

- e) Parents are informed of developments in education.
- f) Parents have an effective voice in such developments.

The Association shall not be a forum for complaints against the Headmaster, teaching staff, Board of Management, Board of Directors, parents of children or pupils of the school. The Association shall not be concerned with the administration of the school.

No member of the Association shall make any official or public statement or representation on behalf of the Association prior to being approved by the Headmaster/Headmistress representing the Board of Directors.

### 3. MEMBERSHIP

Membership shall be open to all parents or guardians of registered pupils attending the School in the current school year (commencing 1st September) who have paid the annual contribution fee.

### 4. AFFILIATION

The Association shall be affiliated to Compass. (<http://www.compasspa.ie>)

### 5. SUBSCRIPTION

Rates of contribution shall be fixed at the Annual General Meeting annually.

### 6. ANNUAL GENERAL MEETING

The Annual General Meeting shall be held prior to the end of October in the current school year. Fourteen days notice including the agenda of the meeting shall be given to each member.

### 7. COMMITTEE

The Committee shall consist of one ex-officio member in the person of the Headmaster of the School or his/her nominated representative, together with at least ten and no more than thirteen ordinary members including those elected to serve as officers. Three positions on the Committee shall be reserved for ordinary members who are parents or guardians of Boarders. No person may be elected to the Committee for a fourth consecutive term.

In order to ensure a Committee which is fully representative of all aspects of the school's population, including boarding, day, male and female students, the elected Committee may nominate three (3) additional members to the Committee of the Association.

## **8. OFFICERS OF THE COMMITTEE**

The Officers of the Committee shall be the Chairperson, the Honorary Secretary, and the Honorary Treasurer. They shall be elected by the Committee at the first meeting after the Annual General Meeting. They will submit annual reports for consideration and approval by the members attending the Annual General Meeting. A copy of the Annual Reports will be made available to school authorities. All funds expended by the Parents Association for the benefit of the school should be channelled through the school account.

## **9. ELECTION OF ORDINARY MEMBERS**

- a) Members shall be elected to the Parents' Association Committee at the Annual General Meeting each year. No nomination shall be accepted unless the nominee has consented to serve if elected. Nominations shall be proposed and seconded on completion of the approved form. Should more than the requisite number of nominations be received for any election then a secret ballot shall be held. Should any ballot produce a tie, then the election shall be decided by the casting vote of the Chairperson.
- b) Serving Board of Management representatives are automatically re-elected to the Committee during their term of office.
- c) The period of office for members elected to the Committee shall be the current school year. Past members shall be eligible for re-election.
- d) The Committee shall have the power to co-opt not more than three additional members who shall be members of the Association.
- e) Should a vacancy occur on the Committee during the year, the Committee may co-opt any member of the Association to fill the vacancy until the next Annual General Meeting.

## **10. COMMITTEE MEETINGS**

The Committee shall meet at least once in each school term. Further meetings of the Committee may be held as the Committee itself decides or at the request of any three members of the Committee. Seven (7) days clear notice including the agenda shall be given to each member of the Committee.

Committee members who have not attended three (3) consecutive Committee meetings and for which no explanation or "apology" has been furnished, shall be deemed to have forfeited their place on the Committee.

## **11. SUB COMMITTEES / WORKING GROUPS**

The Committee may constitute and dissolve Sub Committees of the Association and Working Groups, as it considers necessary, to achieve the objectives of the Association. Any such bodies shall be accountable to the Committee.

## **12. BOARD OF MANAGEMENT REPRESENTATIVES**

The Committee of the Parents' Association shall forward two (2) of its number as parent representatives to the Board of Management of the school. Elections shall take place every three (3) years at the Annual General Meeting. In agreeing to serve, parent members of the Board of Management must put aside a representational role and assume a management role with responsibility for overall management in the school. Should a parent member of the Board of Management cease to be a parent during their term to the Board of Management, then he or she must resign and the Parents' Association Committee will elect a replacement for the remainder of the term to the Board of Management.

It is expected that Parents Association Committee members elected to the Board of Management shall make every effort to attend meetings of the Board of Management.

The Parents' Association may be briefed on non-confidential areas of the Board of Management business which is of relevance to parents.

### **13. QUORUM**

The quorum for a meeting of the Committee shall be six (6), including the Headmaster or his/her nominated representative.

### **14. AMENDMENT OF THE CONSTITUTION**

A proposal to amend the Constitution of the Association shall be signed by six (6) members of the Association, and shall be delivered to the Honorary Secretary of the Committee at least one (1) calendar month before the Annual General Meeting and must appear on the agenda. No alteration may be made except by a majority of two-thirds of that number present and entitled to vote.

The Constitution of the Parents' Association (as outlined above) must be ratified by the Board of Management.

### **15. DISSOLUTION**

The Association may be dissolved only by an Extraordinary General Meeting especially convened for the purpose and by a resolution carried by a majority of three-quarters of the votes recorded in respect of same. In the event of the dissolution of the Association any assets on hand shall be presented to the Board of Management for school purposes.

Sligo Grammar School Parents' Association Constitution Revised 11.05.2016

Revised and amended 12.09.2019

Policy Reviewed by Board of Management: \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_

Chairperson, Board of Management

Signed \_\_\_\_\_

Date \_\_\_\_\_

Principal

Due for next review: \_\_\_\_\_