

Lusk Community College Parents Association

Parents Association Constitution

The Parents Association will be known as Lusk Community College Parents Association.
The PA Committee will be hereby referred to as the Committee.

1) The Associations objectives are as follows:

- a) To foster an educational partnership between home and school for the benefit of the children
- b) To provide a forum for educational discussion and a means of communication
- c) To foster good relationships with teachers, students and the school authorities.
- d) To represent parents/guardians interests
- e) To organise the election of parents' nominees to the Board of Management.

2) MEMBERSHIP:

- a) All parents or legal guardians of students attending the school shall be automatic members of the Association.

3) AFFILIATIONS

- a) This Parents Association is a member of the National Parents Council of Post Primary Ireland (NPCPP).

4) ANNUAL GENERAL or EXTRAORDINARY MEETINGS

- a) The Annual General meeting shall be held during October of each year.
- b) The Committee shall call extraordinary General Meetings when the Committee deems it desirable or when a written request to call an Extraordinary General Meeting is received by the Committee, signed by at least 5 parents.
- c) Public Notice shall be given fourteen days in advance of an Annual General Meeting. Annual General Meetings shall be chaired by the Chair of the parents association, or in their absence by the Vice Chair. Otherwise the Committee shall elect one of its members to chair the meeting.
- d) A quorum for an Annual General Meeting shall be a minimum of 20 PA members.

5) COMMITTEE:

- a) The Committee shall administer the affairs of the Association.
- b) Nominations for Committee membership will be taken at the AGM with roles assigned at the first normal Committee meeting.
- c) The Committee shall consist of at least 8 and a maximum of 18 members who shall be elected each year at the Annual General Meeting.
- d) The Parents' nominees to the School Board of Management shall be ex officio members of the Committee.
- e) The Committee shall appoint from among its elected members the officers of the Association: Chairperson, Vice-Chair, Secretary, Deputy Secretary and Treasurer.
- f) The Parent representatives sitting on the board will be elected by all the PA members present at the AGM, every three years.
- g) The Committee shall have power to co-opt members to fill any vacancies which occur on the Committee.
- h) The Committee shall meet each month from September to June (inclusive) and on such other occasions as it is deemed necessary by the Committee.
- i) The quorum for such meetings shall be 50% of the members of the Committee or a minimum of 6 if there are greater than 12 in the committee.
- j) The Committee may invite to General meetings or to Committee meetings such persons as the Committee decides.
- k) Minutes of all meetings shall be kept by the Secretary who shall present the minutes to the Committee for approval at a subsequent Committee meeting.
- l) The Committee shall have the power to appoint Sub-Committees to assist it from time to time.
- m) Sub-Committees may consist of members or non-members of the Parents Association and shall report to the Committee.

6) ELECTION OF PARENTS' REPRESENTATIVES TO THE BOARD OF MANAGEMENT:

- a) In accordance with the rules governing nomination of Parents' Representatives to the School Board of Management, the Parents Association shall conduct an election to nominate the Parents' Representatives to the Board of Management (A Male and Female).
- b) Notice of election shall be given to all parents one month in advance of the date of the election.
- c) Nominations of Candidates shall be submitted to the Committee at an Annual or Extraordinary General Meeting of the Association.

7) AMENDMENTS TO CONSTITUTION

- a) This Constitution may be amended from time to time at a Committee Meeting of the Association.
- b) A two-thirds majority of the members present shall be required to carry an amendment to the Constitution.

8) OFFICIAL STATEMENTS AND REPRESENTATIONS:

- a) No member of the Parents Association other than the Chairperson or member nominated either by the Chairperson or by the Committee shall make any official or public statement or representation on behalf of the Parents Association.

9) LIAISON WITH SCHOOL AUTHORITIES:

- a) Liaison with School shall normally be maintained through correspondence by the Secretary, or by deputation nominated by the Chairperson or Committee, with the Principal or the school and/or his nominees.
- b) The Committee may, however, should it consider it desirable and appropriate, correspond, in writing, or seek a meeting with the Board of Management.
- c) The Committee in discharging its functions recognise that the examination and resolution of problems relating to individual pupils or parents will be for determination between the individual pupil and/or his parents and the School Authorities.
- d) The Committee also recognises that matters concerning the School Curriculum and its implementation are the function of the School Authorities.
- e) The Committee shall present a report of its activities during the preceding year, including a financial statement to the Annual General Meeting.

10) CESSATION OF THE PARENTS ASSOCIATION:

- a) The cessation of the Parents Association shall only be valid if accepted at an Annual or Extraordinary General Meeting convened for this purpose.
- b) In the event of the winding up of the Parents Association any assets on hand shall be presented to the Board of Management for school purposes.