

St Pius X Schools
Parents' Association Constitution
Approved January 27th 1975
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	Page
1. Title	3
2. Objectives	3
3. Membership	3
4. Committee	3
5. Honorary Officers	4
6. Committee Meetings	4
7. General Meetings	4
8. Finance	5
9. Insurance	5
10. Notice of Meetings	5
11. Annual Reports	5
12. Adoption of the Constitution	6

1. Title

1.1 The title of the association shall be the St. Pius X Schools Parents' Association.

2. Objectives

- 2.1 To make every effort to improve communication between the schools Management/Principals/Teachers/Parents.
- 2.2 To provide a forum where parents can discuss their mutual problems regarding the education/welfare of their children.
- 2.3 To make representations to the schools Management /Principals on such matters as may be decided by the committee or by the association at a general meeting.
- 2.4 To act on behalf of the schools Management /Principals as requested in areas of liaison and communication with the general membership.
- 2.5 To arrange from time to time such lectures or papers regarding education or allied subjects as may be deemed by the committee to be beneficial to the members.
- 2.6 To raise funds for financing the activities of the association and where the Committee deems it feasible to subsidise the activities of the schools.
- 2.7 To help in the education/welfare of the children by the above means or by any other such means as may be decided from time to time by the committee or by the association at a general meeting.

3. Membership

- 3.1 All parents and guardians of children attending St. Pius X Schools are deemed to be members of the association.
- 3.2 The association recognises that problems relating to individual pupils or parents and /or teachers are a matter for determination between the individual pupil and/or parents/guardians and the schools authorities.
- 3.3 The association will remain independent but may affiliate to other bodies and associations where such affiliation will be deemed to be of benefit to the schools.

4. Committee

- 4.1 The members of the parents' association will elect a number of members who will have responsibility for managing the activities of the parents' association. This team will serve as the committee of the Parents' Association.
- 4.2 The members of the committee will be elected each year at the Annual General Meeting of the Parents' Association.
- 4.3 The number of the committee will be a maximum of 20 with a minimum of 10. As far as possible there shall be a representative on the committee from each year in the schools.
- 4.4 Membership of the committee shall be for one year but members may present themselves for re-election, providing they have a child in one of the schools. Each year 4 committee members may step down to make way for 4 new members to be elected to the committee.
- 4.5 Parent representatives elected to the boards of management are automatically members of the committee, but will not hold an officer post. (These posts are incremental to the maximum number of 20 noted in 4.3 above.)

- 4.6 If a vacancy arises during the year of office of the committee such vacancy may be filled by co –option at the discretion of the committee.
- 4.7 Each member of the Parents’ Association will be entitled to make representations or observations to the committee member for his/her class and it shall be the duty of the committee member to bring matters so raised to the attention of the committee at the next monthly meeting or to the attention of the chairperson if the matter requires urgent attention.

5. Honorary Officers

- 5.1 At its first meeting following the Annual General Meeting, the committee shall elect the following honorary officers:
- ✓ Chairperson
 - ✓ Vice Chairperson
 - ✓ Secretary
 - ✓ Treasurer
 - ✓ & any other such officers as the committee may deem necessary to conduct the affairs of the association.
- 5.2 The term of office of the chairperson shall be not longer than two years. A former chairperson may present himself/herself for a further term of office as chairperson but not for two successive two year periods.
- 5.3 The committee may constitute and dissolve sub-committees of the association and working parties as it considers necessary, to achieve the objectives of the association. The sub-committee cannot make decisions but rather can make recommendations to the committee and are accountable to the committee.

6. Committee Meetings

- 6.1 The committee shall meet as often as the business of the association may require, but at a minimum a committee meeting shall be held each month except during the schools summer holidays.
- 6.2 A quorum for the committee meetings shall consist of six committee members or a quarter of the membership of the committee, whichever is the greater.
- 6.3 Motions moved at the committee meetings shall be passed by a simple majority of those present at the meeting and entitled to vote, the chairperson having in addition to his or her ordinary vote a casting vote. The chairperson or in his/her absence the vice chairperson shall have power to preside at all general meetings and committee meetings.

7. General Meetings

- 7.1 An annual general meeting of the association shall be held at a venue to be decided by the committee.
- 7.2 The time and date of the annual general meeting shall be decided by the committee but it shall be held each calendar year and the interval between such meetings shall not be less than 9 months and not greater than 15 months.
- 7.3 Extraordinary general meetings shall be held as decided by the committee or on application in writing to the chairperson of the committee from thirty members of the Parents’ Association stating the matters to be moved. Except by agreement

- between the committee and the members requiring the meeting, an EGM shall be held within 21 days of the requisition.
- 7.4 Ordinary general meetings may be called by the committee for the purpose of conveying communications to the general membership provided this does not include any business which should be transacted at an annual general meeting or an extraordinary general meeting.
- 7.5 In the interest of creating and maintaining good communications, one such ordinary general meeting must be held each year.

8. Finance

- 8.1 The Parents' Association will finance its activities through fund raising specifically for the work of the Parents' Association or through an annual charge on parents to be agreed at the annual general meeting.
- 8.2 The management of the funds of the association shall be the responsibility of the committee. A Treasurer will be appointed from among the committee members and will be responsible for keeping the accounts of the Parents' Association finances. The treasurer will give a statement of income and expenditure at each committee meeting.
- 8.3 The funds will be held at a bank to be decided by the committee, with the bank account in the name of the association. Cheques will be signed by the chairperson and either the Treasurer or one other named committee member.
- 8.4 Ways and means of raising funds shall be decided by the committee. Funds may be used at the discretion of the committee to finance the activities of the association and to organise or sponsor such sporting activities, e.g. football, swimming etc., as may be deemed beneficial to the members of the association or their children who are attending St. Pius X Schools.
- 8.5 In the event of the winding up of the association, such funds as are on hand shall be disposed of to the benefit of the Schools as decided by the committee.

9. Insurance

- 9.1 The committee shall arrange appropriate insurance to cover its activities.

10. Notice of Meetings

- 10.1 One Week's notice of all General Meetings shall be sent to all members of the association.

11. Annual Reports

- 11.1 A report on the activities of the association and an Income & Expenditure Account shall be prepared annually and shall be presented to the annual general meeting.
- 11.2 The accounts of the association shall be subject to audit by two honorary auditors to be appointed by the association at the annual general meeting.
- 11.3 The committee shall make available to auditors any such books, accounts and other documents as the auditors may require.

12. Adoption of the Constitution

- 12.1 Adoption of the original constitution was subject to approval by a simple majority of parents present at the 1975 Annual General Meeting.
- 12.2 Amendments to the Constitution will be subject to approval by a two thirds majority of members present at subsequent Annual General Meetings.

From its adoption by the Annual General Meeting on January 27th 1975 this constitution is the only valid document governing the activities of the St. Pius X Schools Parents' Association.