



CONSTITUTION OF CUMANN NA dTUISTÍ, GAELSCOIL BHEANTRAÍ

Name: The Association shall be called Cumann na dTuistí Gaelscoil Bheantraí

Aim: The aim of Cumann na dTuistí Gaelscoil Bheantraí (from here on out referred to as the Parent's Association) is to provide a structure through which the parents/guardians of children attending Gaelscoil Bheantraí can work together for the best possible education for their children.

The Parent's Association will work with the Principal, staff and Board of Management to build effective partnership between home and school.

Objectives:

The Parent's Association will undertake a programme of activities which will:

- a) Promote the educational and social welfare of the pupils of the school
- b) Promote good relations, co-operation and communication between parents, teachers, Management and the Board of Management
- c) Promote the school ethos
- d) Encourage parents to take an active interest in the school
- e) Represent the views of parents on school policies and keep them informed of the Parent's Association's plans and activities
- f) Support the school with various school events as requested by the Principal including fundraising

Membership of the Parent's Association:

All parents or guardians of children attending Gaelscoil Bheantraí will be deemed to be members of the Parent's Association. Though not a member of the Parent's Association, the Principal, at his/her discretion may address any meeting of the committee.

Committee membership of the Parent's Association:

The members of the Parent's Association will elect a committee with a **maximum of 20 and a minimum of 6, with a quorum of 5**. This committee will have responsibility for representing the parents of Gaelscoil Bheantraí and managing the activities of the Parent's Association.

Subcommittees:

Subcommittees can be set up for particular tasks if deemed necessary. The subcommittee may also co-opt people to assist in their work. The subcommittee may not make decisions without approval of the main Parent's Association committee and remain at all times accountable to the main committee.

The Election of the Parent Association committee

Two weeks written notification will be sent to all parents of the AGM. Each member will be elected for one year and re-elected as long as they continue to be eligible to serve, that is as long as they continue to be a parent or guardian of a child in the school. The Chair will invite any further interested members to join the committee to make up the full compliment.

The following officer roles will be filled:

- A) Chairperson

- B) Secretary
- C) Treasurer/Assistant Treasurer
- D) NPC Delegate

Parents' representatives elected to the Board of Management are automatically members of the committee, but will not hold an officer position on the Parent Association committee.

**No member of the committee will hold the same officer position for more than three consecutive years.

The work of the committee of the Parent's Association

The Parent's Association committee will be responsible for ensuring that all parents are consulted on issues which are pertinent to the entire parent body. The Parent's Association committee may advise the Principal and Board of Management on any matters relating to the school in accordance with the Education Act, 1998.

The committee is the team that will manage the tasks of the Parent's Association on behalf of the parent body.

The Parent's Association committee will draw up a plan for the activities of the association, in consultation with parents.

The Parent's Association committee will be responsible for seeing that activities are run in an efficient and effective way.

The Parent's Association committee will consult with the school Principal and Board of Management when planning the programme of activities for any particular year. The committee will arrange with the Principal and Board of Management a system for ongoing communication. At the annual general meeting (AGM) the committee will report to the parent body (the members)

about its work. The committee will manage and account for any funds collected or expended by the Parent's Association.

Requirements of the Committee Members:

- Attend all committee meetings unless prior notice is given to the Secretary. **Where a member misses two consecutive meetings without due notice to the Secretary, that person will be deemed to be resigned.*
- Members are actively encouraged to participate in fundraising activities and supervise at events organised by the Parent's Association.
- Positively promote the role of the Parent's Association and the ethos of the school

Meetings of the Committee:

- At least one week's notice of meeting to be provided via text or email by the Secretary
- Agenda and any documents to be read in advance will be distributed at least two days before the meeting via email by the Secretary.
- Committee members may suggest items to be added to the agenda in advance of the meeting by emailing the secretary (no later than the day before the scheduled meeting). No item outside the agenda will be raised at any time during the meeting.
- A copy of the agenda will be provided to the Principal in advance of the meeting and upon request, the Chair/Secretary will discuss with them.
- The minutes will be recorded by the secretary and agreed upon on at the beginning of following meeting and signed by the Chair.

Finance:

The Parent Association committee will finance the activities of the Parent's Association through fundraising. A Treasurer/Assistant Treasurer will be appointed from among the committee members and will be responsible for keeping account of the income and expenditure of the Parent's Association finances.

- The Treasurer will give a statement of income and expenditure at each committee meeting. A written statement of income and expenditure will be given at the AGM and a copy will be forwarded to the Board of Management for their information.
- The Parent's Association will keep an account in a Financial institution. Each transaction requires two signatures. The Treasurer and at least one other assigned member of the committee must sign on the account.
- When counting money at least two members must be present and both to co-sign on total amount, prior to lodging.
- Fundraising for the School will be done with the prior agreement of the Board of Management. The Parent's Association committee will agree with the Board of Management as to the specific purposes for which funds are to be raised by the Parent's Association.

AMENDMENTS TO THE CONSTITUTION

Changes to the constitution can be made at the AGM or an EGM can be called if it is an urgent reason. Proposals to change the constitution must be submitted in writing to the Parent's Association Committee.

This constitution comes into effect on January 21 2021 and supersedes all previous constitutions.

Committee 2021:

Chair: Tara Ní Néill

Secretary: Sinéad Uí Shpealáin

Treasurers: Donna Brobbel

Christine Uí Shuilleabháin

Committee: Julia Cronin, Karen Deasy, Mary Egan, Brian Harrington,

Erin Kelly Ashworth, Joan Lynch, Colleen O Kane, Suzanne O'Sullivan