**Dominican** **College Sion Hill Parent Teacher Association September 2013**

Where the term “Parent” is used in this constitution that term shall also be taken to mean a legal guardian as defined in legal terms.

**Objective of the PTA:** To develop an active partnership between parents and teachers within the school to further common interests.

1. **Name**

This body shall be known as the Sion Hill Parent Teacher Association. It shall be incorporated under the constitution of the National Parents Association post primary.

1. **The purpose of the Parents Association**

The purpose of the Parents Association is to provide a structure through which the parents of students attending Sion Hill College can work together to attain the best possible education for their daughters. The Parents Association will work with the Principal, Deputy Principal, Staff, Board of Management and Students to build effective partnership of home and college.

1. **Aims**

* To support the college and management in their work.
* To promote and foster co-operation between home and college.
* To provide a forum for the views of parents.
* To promote the educational welfare interests of the students.
* To give parents an effective voice through affiliation to regional and/or national Associations of school parents Associations as appropriate.

1. **Membership**

All parents of students attending Sion Hill College will be deemed members of the Parents Association.

1. **Representatives**

* Only parents of students in the school can volunteer at the time of the AGM to join the PTA.
* Where possible each year group should be represented.
* The maximum number of parent representatives on the committee is 20.
* All representatives on the committee must make every effort to attend all PTA Meetings and Events in the school. Failure comply may lead to suspension from the Association.
* All representatives must commit to being actively engaged and involved in all activities run by the PTA.
* The Chairperson can hold their position for a maximum of 3 years. There is no limit to the length of time an ex-officio representative can serve on the Association.

1. **Board of Management PTA Representative**

* Two parent representatives shall be elected to the Board of Management every 3 years.
* The parent nominees on the Board of Management shall be deemed as ex-officio members of the Association.

1. **Officers**

The Association shall consist of a Chairperson, Vice Chairperson, Secretary, Treasurer and any other such officers as may be deemed necessary. These shall be elected at the first Parents Association meeting after the AGM.

The Board of Management representative is expected to actively solicit parent’s views and represent these views to the Board of Management, to report back to the Parent Teacher Association and to keep them informed of matters that are relevant to their participation in the partnership between school and parents.

The Principal, Deputy Principal or other designated staff member shall be invited to attend all meetings but may not hold an officer post (ex-officio). In exceptional circumstances, where deemed necessary by the chairperson, the Principal, Deputy Principal or other designate staff member may be asked to absent themselves from a portion of the meeting.

The Association shall have the power to call on any member to resign, if such member whether by act, deed or otherwise fails to uphold the constitution of the Parents Association. If such a member fails to resign, he/she shall be suspended by a two/third majority vote at a Parents Association meeting.

A majority vote at any meeting shall be half plus one of the current full members of the committee at the meeting. In the event of a tie-vote, the chairperson shall have a casting vote which shall be binding.

1. **Sub-Committees**

The Parents Association may co-opt extra parents onto a committee to assist in their work. Sub-committees may be set-up for particular tasks. The sub-committees may also co-opt people to assist in their work. Sub-committees are accountable to the main Parents Association.

1. **The AGM**

The AGM shall be held before the end of September in each school year. At least fourteen days notice of the meeting will be given to parents. The business of the AGM will be:

* To receive a report from the Chairperson regarding the activities since the last AGM
* To receive the Treasurers written financial report on activities since the last AGM
* To accept volunteers for the Association
* Any amendment to the constitution shall be passed by a majority of those attending the AGM

1. **Financing**

The Association shall be financed primarily by subscription from parents of students in the college. Fundraising may be another source of financing.

A Treasurer will be appointed from among the committee members and will be responsible for keeping the accounts of the Parents Association. The Treasurer will give an informal statement of account and expenditure and have available an up-to-date bank statement for all accounts held at each committee meeting.

A written statement of income and expenditure will be given at the AGM. The Parents Association will keep a bank account in its name. The Treasurer, Chairperson and Principal will be the cheque signatories.

1. **Management of the School**

The Association shall have no part in the overall management of the College, which is the responsibility of the Board of Management, or in the day-to-day running of the college which is the responsibility of the Principal.

1. **Communication**

A line of communication shall be maintained with the body of the parents of the school via email and website. This is owned by the Chairperson, Vice Chairperson and Secretary.

1. **Parent Association and Individual Parents**

No member of the Association shall make a statement, nor issue a statement on behalf of the Association except with the consent of the Association. The Association shall always act in accordance with the aims of the constitution and in the collective interests of all parents of the College, and shall not be used as a conduit for individual grievances or aims by parents.