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## *The Constitution of Goatstown Stillorgan Educate Together Parents Association*

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### **I. Who we are**

The Parents Association (PA) is made of every parent/guardian of every child enrolled in Goatstown Stillorgan Educate Together.

And while all of the parents/guardians are part of the PA, a smaller number of them are in the Parents Association Committee (PAC) and are here to assist in connecting all Parents/ Guardians and also in liaising with the Principal, staff and Board of Management (BoM) hoping to support all parents to be engaged and to participate in our children's educational lives.

### **II. Our Vision/ Mission Statement**

The research shows that parental involvement is the single factor that makes the most significant positive difference on a child's referencing to academics and health.

And with that in mind, the PA believes in working together and closely with the school to support our children and build a great school community together. We believe in connecting us as parents by working together and we would very much like to bring our families together through inclusive, respectful and fun events and thus grow as a community which supports our children in aiming at being better students, individuals and overall members of a broader community.

### **III. PA Values**

The PA shares common values which reinforce the main goal to bring all families together in an attempt to better support our children's educational lives:

- Diversity – we are mindful of the diverse pool of identity, values and backgrounds of all members of the PA and acknowledge everyone's potential;
- Respect – we believe that it is only through a respectful approach to the pursue of a common objective that we can operate as an ensemble;
- Inclusiveness – we reinforce and welcome all parents to be engaged and part of this school community group and are strongly in favour of disregarding exclusion or any type of discriminatory act;
- Communication – we acknowledge all parents should have a voice in the PA and all member should be attentive to all forms of inclusive and respectful dialogue
- Accountability - we understand all members of the PA should thrive to gear their efforts towards the common shared objectives of the PA

### **IV. Our objectives**

The Parents Association Committee (PAC) will endeavour to manage the affairs and activities of the Parents Association and therefore will manage the tasks of the association on behalf of the parent body (the members). In this regard, the objectives of the PAC are to:

- Assist in creating a school community and building a sense of community which can be supportive to our children's education through an inclusive approach and involvement of all parents;
- Support and welcome all parents to be involved in the PA;
- Enhance communication between the parents and school management;
- To connect the parents with the National Parents Council;
- Be involved in the development of school policy, plans and activities where possible.

## **V. The Work of the PAC**

The PAC will be involved and will aim at:

- Planning a programme of activities and events to be developed in each school year;
- In planning its activities, the PAC will consult with the school Principal and where necessary, the Board of Management;
- Organizing events to raise funds for the school to help support the school where there is a need previously identified by the School, and to do so in a clear and transparent way;
- The fundraising activities for the school will be done with the prior agreement of the BoM and the PAC will agree with the BoM as to the specific purposes for which funds are to be raised by the PAC
- Connecting parents with the National Parents Council, sharing information and supporting our children's development with different topics via talks throughout the year

## **VI. Parents Association Committee (PAC)**

The PA will elect a committee to represent the members of the PA and who will form the PAC.

The election of the members of the PAC will take place at the Annual General Meeting (AGM) which ideally will occur in the first term each year and to which all eligible parents have been invited. Thus, all PA and consequently also all PAC members must be parents or legal guardians of students currently enrolled in Goatstown Stillorgan Educate Together.

The PAC is made up of the chairperson, secretary and treasurer and active members. There can also be an elected Vice chairperson. The PA will endeavour to also elect class representatives. There will be a minimum of 4 members in the PAC and a maximum of 12 members. An effort will be made to ensure that the committee is representative of all year groups. For continuity and efficiency, the Chairperson, Secretary and Treasurer will remain in their positions for a period of a minimum of 2 and a maximum of 3 years. They will be automatically re-elected at the AGM.

No officer may hold the same position for more than 3 years.

The PAC will endeavour to meet at least once a month during the school year. Committee meetings require a quorum of at least 50% of the number of members of the committee plus one. Voting, should it be necessary, is by simple majority. In the event of a tied vote, the Chairperson (or the person nominated to be chair at the meeting) has the casting vote.

The Chairperson schedules and chairs all meetings, lays the agenda in advance of the meetings and liaises with the school principal and the Board of Management when necessary. In the event of the absence of the Chairperson, the Deputy Chairperson will take the Chairperson's role.

The Secretary keeps track of all correspondence to and from the PAC and is responsible for taking and later circulating the minutes of the PAC meetings.

The Treasurer records all monies raised and spent by the PA during the school year and ensures a written statement of income and expenditure will be given at the AGM and to the Board of Management.

There could be a need for Sub-Committees to be established with specific purposes which will be set out in accordance with explicit needs mainly related to the organization of certain school year activities. The establishment of such Sub-Committees will take into consideration the pool of identified skills and preferences previously communicated by PA members to the PAC.

### **Sub-committees**

Sub-committees may be set up for particular tasks. The subcommittees may co-opt volunteers from the general parent body to assist in their work. Sub-committees are accountable to and must report back to the main committee.

## **VII. Finance**

The PCA is responsible for organizing activities which comprise of fundraising activities. The funds raised shall be lodged to the following Goatstown Stillorgan Educate Together's bank account:

- Bank of Ireland, Dundrum
- BIC - BOFIE2D
- IBAN - IE26BOFI90109536020660
- Account Name - Goatstown Educate Together

The treasurer, who is appointed by and from the PAC members is responsible for keeping an accurate account of all income and spending of the PA finances and will give a statement of income and expenditure at each committee meeting.

Furthermore, the treasurer will endeavour for transparency when communicating with all parties aiming to clarify that the funds raised are to be allocated for a specific designated purpose agreed on by the PAC and the BoM.

A written statement of income and expenditure will be given at the AGM and a copy will be forwarded subsequently to the BoM for their information.

### **Fundraising**

Fundraising for the school by the Parent Guardian Association will be done with the prior agreement of the Board of Management. The PGA committee will agree with the Board of Management as to the specific purposes for which funds are to be raised by the PGA.

The PGA committee shall discuss with the Principal in the first PGA Committee meeting after the AGM any specific school projects that may need particular fundraising efforts over the coming school year.

The ultimate decision on the initiatives requiring fundraising remain with the Board of Management but the committee may offer an opinion on their preferences.

### **Membership of NPC Primary**

The Association will maintain membership of National Parents Council Primary by annual subscription.

### **Insurance**

The PGA committee will ensure that valid and appropriate insurance is in place to insure the activities of the PGA. This will be funded by the PGA.

### ***VIII. How to connect with us:***

All parents can email the PAC at any time: [pa@goatstownstillorganetns.com](mailto:pa@goatstownstillorganetns.com).

The PAC encourages all parents to communicate with the PAC whenever they wish to, as the PAC feels that channels of communication are always open to support parents, to listen to their ideas, queries, and ambitions.

We would love all parents could join our Annual General meeting in the new school year, where we aim to map out the activities for the school year ahead.

### ***IX. Updates to the Constitution***

At least one PAC meeting each year will review the text of the Constitution and make the necessary amendments to ensure it is updated and in line with the PA overall objectives.

*Dublin,*

*7<sup>th</sup> June 2021*