

# Kilkenny College Parents Association Constitution

## 1. NAME:

The Association shall be called The Kilkenny College Parents' Association.

## 2. AIM AND OBJECTIVES:

- a. The advancement of the moral, mental, social and cultural wellbeing of the students of Kilkenny College.
- b. To promote and further in any way possible, the current Mission Statement of Kilkenny College, through co-operation and communication between pupils, parents, Principal, Staff and the College Board.
- c. To provide a structure to receive representations from parents, and as a result, to act in whatever manner may be deemed appropriate.
- d. The election of parents' nominees to the Board of Management.
- e. To participate in COMPASS, the body representing Minority Religious Groups on the National Parents Council, or any other appropriate representative body.

## 3. MEMBERSHIP:

Membership of the Association shall be open to all parents/guardians of pupils attending the College (not more than 1 per child).

## 4. GENERAL MEETINGS:

- a. The A.G.M. shall be held in the Autumn Term each year.
- b. At the A.G.M. the following will be presented; (i) Annual Report of the Association, (ii) Statement of Accounts, (iii) Election of Committee, (iv) Any other business.
- c. General Meetings shall be called if the Committee deems it desirable or if a written request is received and signed by at least 30 parents.
- d. Public Notice shall be given fourteen days in advance of a General Meeting.
- e. General Meetings shall be chaired by the Chairperson, or in the absence of the Chairperson by the Vice Chairperson. Otherwise the Committee shall elect one of its members to chair the meeting.

## 5. PARENT'S ASSOCIATION COMMITTEE:

- a. The affairs of the Association shall be administered by the Committee which shall meet as often as business requires, but not less than once per term.
- b. The Committee shall meet each month from September to May (inclusive) and on such other occasions as it is deemed necessary by the Committee.
- c. The Committee shall preferably consist of at least two (2) parents (from different families), elected at the A.G.M., from each of the following counties or county groups: (i) Wexford, (ii) Carlow, (iii) Laois/Offaly, (iv) Tipperary, (v) Wicklow/Dublin, (vi) Kildare, (vii) Waterford and

four (4) parents from Kilkenny. A balance of day and boarder parents is desirable. The committee shall be limited to a maximum of 26 members. Parents from other counties may associate with those from one of the above named counties or county groups. Constituencies may be amended from time to time as numbers dictate.

- d. Committee Members shall serve 2 years on the committee with the option of being re-elected for a further 2 years if they wish. No more than 4 consecutive years can be served by committee members. Members may be re-elected after serving 4 years providing at least 1 year break has been taken.
- e. The elected committee members shall elect from amongst their number a Chairperson, a Vice Chairperson, a Secretary, a Treasurer and a PRO. They may if they see fit co-opt two other parents to the Committee subject to the maximum of 26. The Committee may invite selected individuals to be in attendance at meetings in an advisory capacity.
- f. Should the Chairperson not be present at any meeting, the Vice Chairperson will act on their behalf.
- g. The Committee shall have the power to appoint sub-committees to assist it from time to time. Sub-Committees may consist of members or non-members of the Association and shall report to the Committee.
- h. Voting at any meeting may be by show of hands unless the meeting resolves to have a paper ballot.

#### 6. ELECTION TO BOARD OF MANAGEMENT:

- a. In accordance with the rules governing nomination of Parents' Nominees to the School Board of Management, the Association shall conduct an election to nominate the Parents' Nominees to the Board of Management.
- b. Notice of election shall be given to all parents one month in advance of the date of the election.
- c. The Committee, when required, will nominate the two (2) Parents' Association nominees to the Board of Management. At least one Parent to be elected must represent boarders. Election takes place at the AGM.
- d. The Parent Board Members will serve a three (3) year term and may serve a maximum of two, three year terms if elected.
- e. The Parent Board Members automatically become ex-officio members of the Parents' Association Committee while they are on the Board.

#### 7. FINANCE:

A voluntary annual subscription shall be determined by the Committee and paid to the College as part of the Fee account per term. The Treasurer will liaise directly with the Operations Manager of the College regarding funding requests. Other methods of fundraising may also be employed.

The Committee are governed by the current Funding Guidelines and must adhere strictly to these guidelines. Funding guidelines must be updated every 2 years.

8. QUORUM:

- a. The Quorum of any Committee Meeting shall be not less than seven (7) members.
- b. The Quorum at any General Meeting shall be not less than forty (40) members.

9. CHANGING THE RULES:

Proposals to change these Rules must be in the form of the text of a motion on the agenda for the A.G.M., and must be carried by a two-thirds majority of those present and entitled to vote.

10. OFFICIAL STATEMENTS AND REPRESENTATIONS:

No member of the 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 Association.

11. LIAISON WITH SCHOOL AUTHORITIES:

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. The committee may however, should it consider it desirable and appropriate, correspond in writing, or seek a meeting with the Board of Management.

12. The Association 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 his/her parents and the School Authorities. The Association also recognises that matters concerning the School Curriculum and its implementation are the function of the School Authorities.

13. DISSOLUTION:

The Association shall not be dissolved or amalgamated with any other body except at a General Meeting specially convened for that purpose, and by a Resolution carried by two - thirds of those present and entitled to vote. Any funds or assets on hand should be presented to the Board of Management for school purposes on dissolution.

Revised September 2021