

Constitution for the "Donabate Community College Parents Council"

1. Name:

The name of the Association shall be the Donabate Community College Parents Council (DPCC).

2. Mission Statement:

The Parents Council will operate on the guiding principle that an effective school requires a spirit of partnership between pupils, parents and staff.

The overall goal of the Council is to promote such a partnership and build on the existing strengths of the school.

3. Aims and Objectives:

- The advancement of the moral, mental, social and educational well being of the students of the Donabate Community College.
- The fostering of good relations between parents, teachers, students, principal and the Board of Management.
- To offer parents programmes, information etc, which might help them fulfill their role as the primary educators of their children.
- The election of parents nominees to the Board of Management.

4. Membership:

All parents or legal guardians of students attending the school shall be members and will be automatically entitled to put themselves forward to serve on the Council Committee.

5. Administration:

- A Committee shall administer the affairs of the Council from the members of the Council.
- The final number to serve on the Committee can be determined prior to the AGM and will depend on the numbers of parents/guardians interested in serving on the Committee.

6. Committee:

- The Annual General Meeting should be held every year, normally in September/October
- Notice of the AGM will be sent no less than 14 days prior to the date of the AGM and expressions of interest in becoming a member of the Parents Council Committee are invited.
- The Committee will elect its officers (Chairperson, Secretary and Treasurer) from within its members at the first meeting after the AGM. Additional roles may be assigned where deemed necessary by the Committee.
- An officer's term shall normally be 2 years.
- The School Principal or his/her representative shall be an ex-officio member of the Committee.
- Parents' representatives on the Board of Management shall be ex-officio members of the Committee but cannot take officer positions on the Committee.

- The Committee will meet on the first Wednesday of the Month during school terms or on a date that is mutually agreed with the Committee.
- A quorum of 8 will be necessary for a meeting to be held.
- The Committee shall have the authority to co-opt up to 3 people in any one year. The Committee shall have the authority to invite non-members to be present at their meeting if they so choose.
- Minutes of all meetings shall be kept by the Secretary who shall present the minutes to the Committee for approval at a subsequent Committee meeting.

7. Finance:

- A post office account will be opened in the Name of Donabate Community College Parents Council.
- Accounts will be prepared annually for submission to the General Meeting. Council funds can only be spent with the approval of the Committee.
- All monies collected will be used for the furtherance of the objectives of the Council. In the event that it is not feasible to use money raised by the Committee for its originally intended purpose, then it can be used for an alternative purpose by agreement of the Committee.
- In the event of the dissolution of the Council the disposal of any funds on hand shall be decided by a General Meeting.

8. Amendments to this Constitution:

The Constitution shall not be altered, added to, or rescinded, in whole or in part, except by a resolution adopted by two thirds of those present and voting at a General Meeting.

9. Official Statements and Representations

No member of the Council 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 Council.

10. 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/her nominees.
- The Committee may, however, should it consider it desirable and appropriate, correspond in writing, or seek a meeting with the Board of Management.
- The Council also recognises that matters concerning the School Curriculum and its implementation are the function of the School Authorities.
- The Committee shall present a report of its activities for the preceding year, including a Financial Statement at the Annual General Meeting.