**Constitution of Maynooth Education Campus Parent Teacher Association**

**1. Name**

This body shall be known as the ***Maynooth Education Campus Parent Teacher Association. (“the Association”)***

**2. Objectives:**The objectives of the Association shall be:-  
a) To act as a channel of communication between parents***/guardians*** and staff on matters of general interest to both.  
b) To foster greater involvement and awareness by parents***/guardians*** in the education of their children.  
c) To represent the views of parents***/guardians*** on matters of local educational significance.  
d) To raise funds for the benefit of pupils in **Maynooth Education Campus (“the campus”).**

**3. Membership:**a) Membership shall comprise all parents or guardians of pupils currently attending the ***schools*** in the campus and shall be open to all members of the ***schools’*** teaching staff.

**4. General Meetings:**

a) An Annual General Meeting (“A.G.M”) shall be held early in the first term each year.  
b) Two weeks’ notice of the date and venue of the A.G.M. shall be given to all members.  
c) An Extraordinary General Meeting may be called on presentation to the Chairperson or Secretary of **the Association** a demand signed by at least 25 members. Two weeks’ notice of such a meeting shall be given to members of the Association.  
d) With exception of alterations to the constitution (see Rule 7 below) decisions of General Meetings will require a simple majority of members present.

**5. Committee:**

***a) The officers of the Association shall be Chairperson, Vice-Chairperson, Secretary and Treasurer***

***(b) The officers of the Association shall be elected by simple majority at the first meeting of the Association after the A.G.M each year.***

***(c) The school teaching staff shall be invited to nominate two of their number to attend monthly meetings of the Association.***

***(d)The Principals of the schools shall be ex-officio members of the Association but shall not be eligible for election as officers.***

***(e)All officers will retire each year but shall be eligible for re-election.***

***(f) The officers of the Association may serve as elected for a maximum tenure of three years.  
g) The Association shall have the power to set up sub-committees as necessary.  
h) The Association should meet at least once each month during the school terms.***

**6. Finance:**a) The Association shall request an annual subscription from each family in the schools. ***The amount of this will be decided and approved by the Association in one of the monthly meetings.***  
b) The **funds** of the Association will be held in a bank account which will be kept in credit at all times ***with no facility for overdraft or loans***. Cheques shall be signed by the Treasurer and one other officer.  
c) Accounts shall be prepared annually for submission to the A.G.M.  
d) All resources shall be used solely for the furtherance of the objectives of the Association

**7. Alterations To Constitution:**a) This constitution, or any part of it, may be altered, amended or rescinded at either an Annual or Extraordinary General Meeting by a vote in favour of the proposed change by more than two thirds of the members present.  
b) Any proposal to alter, amend or rescind the constitution must be notified, in writing, to the members of the Association at least two weeks prior to the General Meeting.

8. No member of the Association other than the Chairperson or member nominated by either the Chairperson or the Officers shall make any official or public statement or representation on behalf of the Association.

9. The Association in discharging its functions recognises that the examination and resolution of problems relating to individual pupils or parents will be for determination between the individual pupil and/or his parents/guardians and the School Authorities.

The Association also recognises that matters concerning the Schools’ curriculum and its implementation are a function of the School Authorities.

10. The Association shall present a report of its activities during the preceding year including a financial statement to the A.G.M.

11. Winding up of the Association shall only be valid if accepted at an Annual General Meeting or Extraordinary General Meeting convened for this purpose.