

**BOARD OF MANAGEMENT:
ST. PATRICK'S COMPREHENSIVE SCHOOL
ELECTION OF PARENT/GUARDIAN MEMBERS
March 2021**

The term of office of the current Board of Management will end on March 23rd 2021. The process of nominating and appointing a new Board of Management for a five year term has now commenced.

The Board of Management of St. Patrick's Comprehensive School consists of a minimum of eight members:

- (a) Two nominees of the Bishop of Killaloe, one of whom shall act as Chairperson.
- (b) The Chief Executive of Limerick and Clare Education and Training Board who acts as Secretary of the Board.
- (c) A nominee of the Chief Executive of Limerick and Clare Education and Training Board
- (d) Two parents elected by the parents of the school.
- (e) Two teachers elected by the serving teachers of the school.
- (f) The Board may co-opt one other member from the local community.

Specifically, the Deed of Trust requires that:

Two parents (in the Scheme parents shall have the same meaning as that provided for in the Education Act 1998) of the child who at the date of such election is currently enrolled and attending at the school and who is resident in the area served by the school; such parents shall be elected to the Board of Management by the parents of the school; one of the said parents elected shall be female and the other parent shall be male; the parents so elected shall hereinafter be referred to as the parents' nominees.

Currently Ireland is under Covid 19 Level 5 restrictions. Therefore, to facilitate the process of electing parents for appointment to the Board of Management, the following procedure has been ratified by the Board of Management:

Returning Officer

For the purposes of this process the School Principal has been appointed as Returning Officer

The Board of Management advises that the following process should be applied in the context of the election.

1. Election Process for Parents.

- The Board of Management determines the election mechanism to be employed.
- There must be an election involving all of the parents/legal guardians of children currently in the school. The assistance of the Parents Council may be required in the process. Parents Council members who are not candidates may act as scrutineers/counters of ballots.

1.1 Nomination process.

Nominations

- Parents will be notified by text that the nomination process for the election of two parent members to the Board of Management is commencing.
- Parents are asked to log onto the school website to access the nomination forms.
- A parent may duly nominate one male and one female for election to the Board.
- The consent of the nominee has to be sought before putting the name forward.
- The parent body may be advised that the number of names on the ballot paper will be limited to a specified number of the highest nominations received.
- Where there is only one male nominee he is deemed elected.
- Where there is only one female nominee she is deemed elected.
- Where there is more than one nominee on each or either panel there must be a ballot of all the parents/guardians.

1.2 Gender Balance.

- Paragraph 2 (1) (iv) provides that gender balance be adhered to in the nomination and election process. Therefore in seeking nominations a male nominee(s) should be sought for one elected position and a female nominee(s) should be sought for one elected position.

1.3 Election Process.

- Prior to ballot candidates should be given the option of drawing up an election address (short) to be included with the mailing of the ballot papers.

- If the number of nominees is two then those nominees are deemed elected.
- If the number of nominees exceeds one on either the male or female panel of nominees then a ballot of should be held.
- Voting will be online via the school website on the official ballot form.
- The election is by majority vote. (A proportional representation style election is very cumbersome and requires expertise in the counting process and is not necessary)

1.4 Counting of Votes

- The counting of votes will be done using the online software and verified by the Returning Officer.
- The male nominee with the most votes is deemed elected.
- The female nominee with the most votes is deemed elected.
- In the event of a tied vote the elected parent is determined by drawing lots.

2. Replacement/Substitution

- For parent members an agreed method of replacing a member who leaves the Board should be put in place. The Board of Management had determined that the highest loser(s) from each panel in the original election could be the agreed nominee.
- In an instance where there was only one nominee, the Board has determined that a by election will be held as at 1.2, 1.3, 1.4 above.
- The replacement candidate(s) can only serve for the remainder of the particular term of the existing Board.

2.1 Notification.

- The Secretary of the Board should be advised in writing of the names, addresses and telephone contact numbers of the elected members from among the parents along with the date at which the election was held.
- The parents/guardians of children in the school should be notified in writing of the names of the elected members to the Board of Management.

George O'Callaghan.
Secretary, Board of Management