



Parteen National School  
Parteen

Co. Clare  
V94EY64

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Principal: Gerard Ruane Deputy Principal: Mairéad Guckian

### Board of Management Mother's Nominee Election

Dear Parents/ Guardians,

Emma Hogan, our mother nominee on the Board of Management, has now left the Board of Management as she no longer has children in the school.

We thank Emma for her service and dedication to Parteen National School and wish her well.

There was just one candidate at the meeting for the original election so co-opting the person with the next highest number of votes is not an option. A by-election must now take place. As we can't have an open meeting in school, our Patron has given permission for it to take place online.

It will take place on Zoom on Wednesday, September 30th at 9.30am.

To get the Zoom Link, please email [msparkinson@parteenschool.ie](mailto:msparkinson@parteenschool.ie)

The full procedures are outlined on p.56-59 in the Board of Management Governance Manual available here:

<https://www.education.ie/en/Schools-Colleges/Information/Boards-of-Management/governance-manual-for-primary-schools-2019-2023.pdf>

If you are unable to join electronically, please contact us on 061340457 so we can work out alternative arrangements.

Kind regards,

Seamus Gallagher

BOM Chairperson

The details of the process are below:

*(Please note, everything will be adapted electronically. For example, where it states secret ballot, this can be done via email to an appointed teller)*

The patron's representative shall arrange for a meeting of parents of children who are enrolled and have commenced attendance at the school. Where a shared governance

arrangement in accordance with section 3.3 of this manual is being put in place, the meeting shall be a joint meeting of parents of children who are enrolled and have commenced attendance in any of the two schools. At least ten days' notice of such a meeting shall be given in writing to each person entitled to vote at such a meeting. This notification shall:

(a) indicate that at the meeting nominations will be sought from parents for persons to stand for election as parent nominees on the Board,

(b) clarify whether there will be a ballot at the meeting to elect the nominees or whether the ballot will be conducted subsequently as a postal ballot,

(c) where it is intended to have a postal ballot, indicate the latest date for return of ballot papers and the date, time and place of the public counting of votes.

2. At the meeting nominations should be invited for both a mothers' panel and a fathers' panel. Parents may self-nominate and each nominee must be seconded by a person in attendance at the meeting.

3. If there is only one nominee for either panel, the nominee(s) shall be deemed to be elected.

Where there are only three nominees in the case of a shared governance arrangement, the three nominees shall be deemed elected subject to the requirement of 3.3.2 (b) of this manual.

4. If more than one nomination is received for either of the panels, a secret ballot shall be held at the meeting or subsequently. Two tellers shall be appointed, one of whom may act as Returning Officer in the case of a postal ballot.

5. In the event of a postal ballot, the poll must close and the casting of votes takes place within ten days of the meeting.

6. Each person voting shall have one, non-transferable vote for each panel.

7. The votes shall be counted in public.

8. The election shall be determined on a plurality of votes (i.e. the first past the post system).

In the case of a shared governance arrangement –

- the nominees with the highest number of votes from each panel (mothers' and fathers' panel respectively) shall be elected first, and

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- the nominee who otherwise received the highest number of votes shall be deemed elected as the third nominee, except where this would mean that in the case of one of the two schools, no parent of a child enrolled and attending that school would be a member of the Board. In such circumstances, the nominee with the next highest number of votes who has a child who is enrolled and has commenced attendance in that school shall be deemed elected.

9. In the event of a tied vote between nominees the election of the nominee(s) shall be determined by the drawing of lots. However, where the ballot has been conducted at a meeting and where agreed by the majority of voters present and voting therein, the election of the nominee(s) shall be determined by a further vote at that meeting. Such a vote shall be confined to the tied nominees.

10. The result of the ballot shall be notified to the parents and to the patron's representative.

11. The voting returns from the ballot may be retained for the purposes of co-option in order to fill vacancies occurring during the life of the Board where it is decided, having consulted the parents' association, not to have a by-election, or further by-election, as appropriate.

12. Following the conclusion of the above process, the patron's representative shall inform the patron that the parents' nominees have been selected in accordance with Option 1 and shall confirm that the procedures under Option 1 have been adhered to in full.