





Background

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Why Have Parent and Carer Groups in Our Catholic Schools?

A New Constitution and Model

In 2020, the P&F Associations Constitution

The current P&F Associations Constitution is outdated and does not reflect the current needs of our schools. It is time to update it to ensure it remains relevant and effective.

At the 2020 AGM, the P&F Associations decided to create a new constitution. This new constitution will be used by all school P&F Associations from 2020 onwards.

There are two options for the new constitution:

1. A **Parents and Friends Association (P&F)**
- OR
2. A **Parent Engagement Group (PEG)**

Both options will be used by all school P&F Associations from 2020 onwards.

What's the Difference Between a P&F and a PEG?

PARENTS AND FRIENDS ASSOCIATION (P&F)

A P&F Association is a group of parents and friends who work together to support the school. They are responsible for raising funds, organizing events, and providing support to the school.

Examples of P&F Associations include:

- P&F Association
- P&F Group
- P&F Club
- P&F Society

Examples of P&F Associations include (2) Federation of P&F Associations.

P&F Association Constitution 2020

THIS CONSTITUTION REPLACES THE PREVIOUS CONSTITUTION AND IS TO BE USED BY ALL SCHOOL P&F ASSOCIATIONS.

PARENT ENGAGEMENT GROUP (PEG)

A PEG is a group of parents and friends who work together to support the school. They are responsible for raising funds, organizing events, and providing support to the school.

Examples of PEGs include:

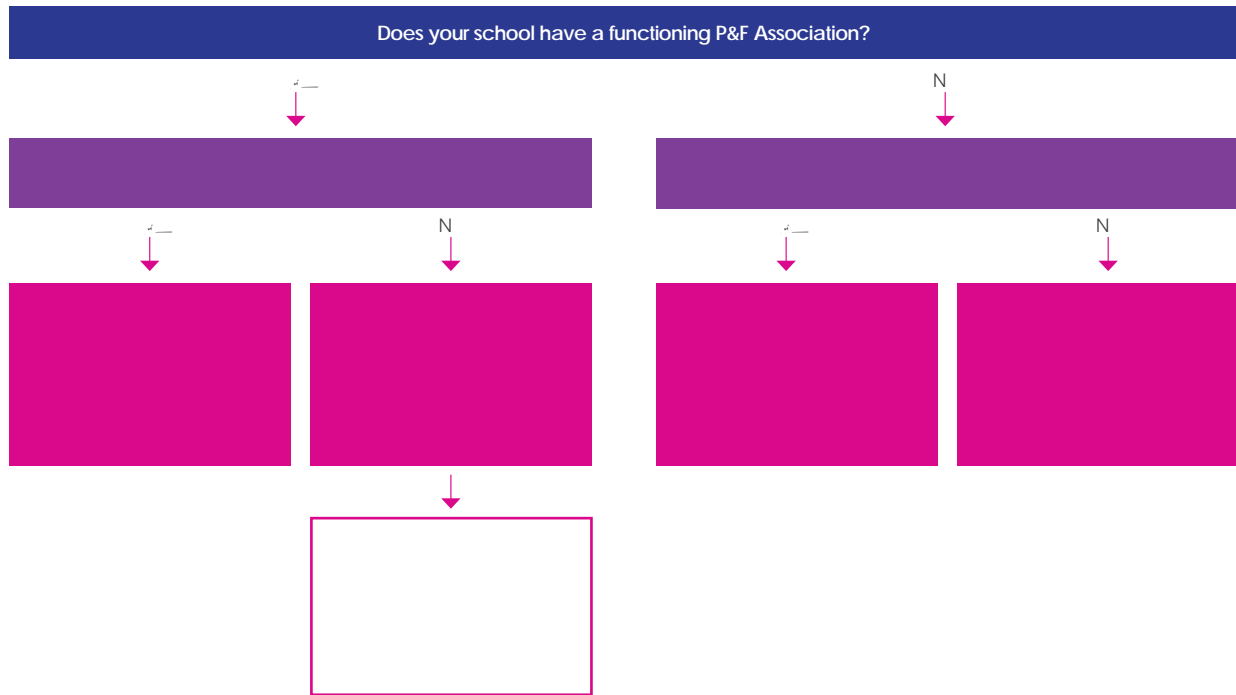
- PEG Association
- PEG Group
- PEG Club
- PEG Society

Both P&F Associations and PEGs are essential for the success of our schools.

Choosing the Right Parent Group for Your School

Parents & Friends Association (P&F) **Parent Engagement Group (PEG).** **Parents & Friends**

The following diagram is designed to assist the meeting decision-making process.



SETTING UP OR CONTINUING A P&F ASSOCIATION

1. A P&FA should be established at the start of the school year. The P&FA should be established at the start of the school year. The P&FA should be established at the start of the school year.

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SETTING UP A PEG

1. A PEG should be established at the start of the school year. The PEG should be established at the start of the school year. The PEG should be established at the start of the school year.

2. A P&FA should be established at the start of the school year. The P&FA should be established at the start of the school year. The P&FA should be established at the start of the school year.

Memorandum of Understanding

A Memorandum of Understanding (MoU) should be established between the P&FA and the PEG. The MoU should be established between the P&FA and the PEG. The MoU should be established between the P&FA and the PEG.





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1. APPLICATION

1.1 This Constitution applies to all Catholic schools in the Diocese of Melbourne.

2. DEFINITIONS

1.2 The following definitions apply to this Constitution:

(a) **Annual General Meeting** means the meeting of the Association called in accordance with clause 8.2.

(b) **Association** means the Catholic Schools Office of the Diocese of Melbourne (Incorporated in Victoria) (P.U.C. No. 123456789).

(c) **Bishop** means the Bishop of the Diocese of Melbourne.

(d) **Catholic Schools Office** means the office of the Diocese of Melbourne (Incorporated in Victoria) (P.U.C. No. 123456789) (ABN 79 469 343 054).

(e) **Conflict of interest** means a situation where a person has a personal interest in a matter that is being considered by the Association. A conflict of interest exists if a person is involved in a transaction or arrangement that may result in a financial or other benefit to the person or to a related party. A conflict of interest does not exist if the person is acting in the best interests of the Association and the transaction or arrangement is approved by the Association.

(f) **Diocese** means the Diocese of Melbourne (Incorporated in Victoria) (ABN 91 605 046 457).

(g) **Minutes** means the minutes of the meeting of the Association.

(h) **Parents** means the parents or guardians of the child in the Catholic school.

(i) **Parish** means the parish in which the school is situated.

(j) **Parish Priest** means the priest who is the spiritual father of the parish in which the school is situated.

(k) **President** means the President of the Association.

(l) **Principal** means the person who is the head of the school.

(m) **Review** means the review of the Constitution conducted in accordance with clause 10.2.

(n) **Reviewer** means the person appointed by the Association to review the Constitution in accordance with clause 10.2.

(o) **School** means a Catholic school in the Diocese of Melbourne.

(p) **School plans** means the plans for the school prepared in accordance with clause 10.1.

(q) **Secretary** means the Secretary of the Association.

(r) **Special General Meeting** means the meeting of the Association called in accordance with clause 8.3.

(s) **Treasurer** means the Treasurer of the Association.

(i) 凡屬本會之款項，均須由主席或副主席撥款；

(j) 凡屬本會之款項，均須由主席或副主席撥款；

(k) 凡屬本會之款項，均須由主席或副主席撥款；

(l) 凡屬本會之款項，均須由主席或副主席撥款；

5. LIMITATION

(a) 凡屬本會之款項，均須由主席或副主席撥款；

(b) 凡屬本會之款項，均須由主席或副主席撥款；

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(d) 凡屬本會之款項，均須由主席或副主席撥款；

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(h) 凡屬本會之款項，均須由主席或副主席撥款；

(i) 凡屬本會之款項，均須由主席或副主席撥款；

(j) **Funds must only be used for the purposes of the Association as set out in clause 4.2.**

(k) **Fund raising must only be undertaken after consultation with the Principal. All correspondence regarding fundraising must be co-signed by the Principal.**

6. MEMBERSHIP

6.1 Ordinary Members

A. 凡屬本會之款項，均須由主席或副主席撥款；

6.2 Ex-officio Members

B. 凡屬本會之款項，均須由主席或副主席撥款；

6.3 Life Membership

C. 凡屬本會之款項，均須由主席或副主席撥款；

21. The committee shall consist of 21 members, including the members of the Executive Committee.

() The members of the Executive Committee shall be elected by the members of the Association.

() The members of the Executive Committee shall be elected by the members of the Association in accordance with the provisions of clause 9.3.

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clause 9.3.

8.3 Special General Meeting

() The members of the Executive Committee shall be elected by the members of the Association in accordance with the provisions of clause 9.3.

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9. EXECUTIVE MEMBERS

9.1 Composition of Executive Members

() The Executive Committee shall consist of 2 members, including the members of the Association.

() The Executive Committee shall consist of 2 members, including the members of the Association.

9.2 Executive Members

() The Executive Committee shall consist of 2 members, including the members of the Association.

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9.3 Election of Executive Members

() The Executive Committee shall consist of 2 members, including the members of the Association.

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11.3 Duties of Executive Members

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14. THE TREASURER

14.1 Duties of the Treasurer

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18.1 Dispute Resolution

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18.2 Disciplining Members

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Adoption of Constitution

Constitution of India was adopted by the Constituent Assembly on 26th November 1949.

It came into force on 26th January 1950.

It is a single document which contains the fundamental rights and duties of citizens.

Constitution of India (Article 1)

India is a sovereign, democratic republic.

Executive Power (Article 53)

Executive power is vested in the President.

Executive Power (Article 54)

Executive power is exercised by the President through the Council of Ministers.

Executive Power (Article 55)

Executive power is exercised by the President through the Council of Ministers.

Director:



1. OPEN MEETING

- f The P&F Association can be called to an open meeting by any member.
- f The P&F Association can be called to an open meeting by any member who has been a member for at least 6 months.
- f A meeting called by a member is an open meeting. A meeting called by the Association is not an open meeting.
- f A meeting called by the Association is an open meeting.

2. MINUTES OF THE LAST MEETING TO BE ACCEPTED

- f The minutes of the last meeting must be accepted at every meeting.
- f Minutes of the last meeting must be accepted at every meeting. If the minutes are not accepted, the meeting is not a valid meeting.
- A. _____
- A. _____?
- C W. _____ / N

3. BUSINESS ARISING FROM PREVIOUS GENERAL MEETING

- f Minutes of the last meeting must be accepted at every meeting. If the minutes are not accepted, the meeting is not a valid meeting.
- A. _____
- A. _____?
- C W. _____ / N

4. CORRESPONDENCE

- f The Association can be called to an open meeting by any member.
- f The Association can be called to an open meeting by any member who has been a member for at least 6 months.
- f A meeting called by a member is an open meeting. A meeting called by the Association is not an open meeting.
- A. _____
- A. _____?
- C W. _____ / N

5. REPORTS

1) P... R... U

2) U... R... U

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A... ? _____

A... ? _____

C... / N

3) ... / C ... /

4) F... R... U

M... _____

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A... ? _____

A... ? _____

A... k... _____

5) ... R... U, ... k... _____

6. AGENDA ITEMS

1) k... A... U

2) ...

7. GENERAL BUSINESS

1) G... B... U... k... _____

2) M... _____

3) G... B... U... k... _____

4) A... k... k... U... _____

Note: It is important to note that the following items are not included in the list of items.

8. MEETING CLOSED

1) ... U... k... _____

2) C... U... _____





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1. APPLICATION

1.1. The purpose of the PEG is to provide a forum for parents to discuss and address concerns related to the school's performance and to provide feedback to the school's management and staff.

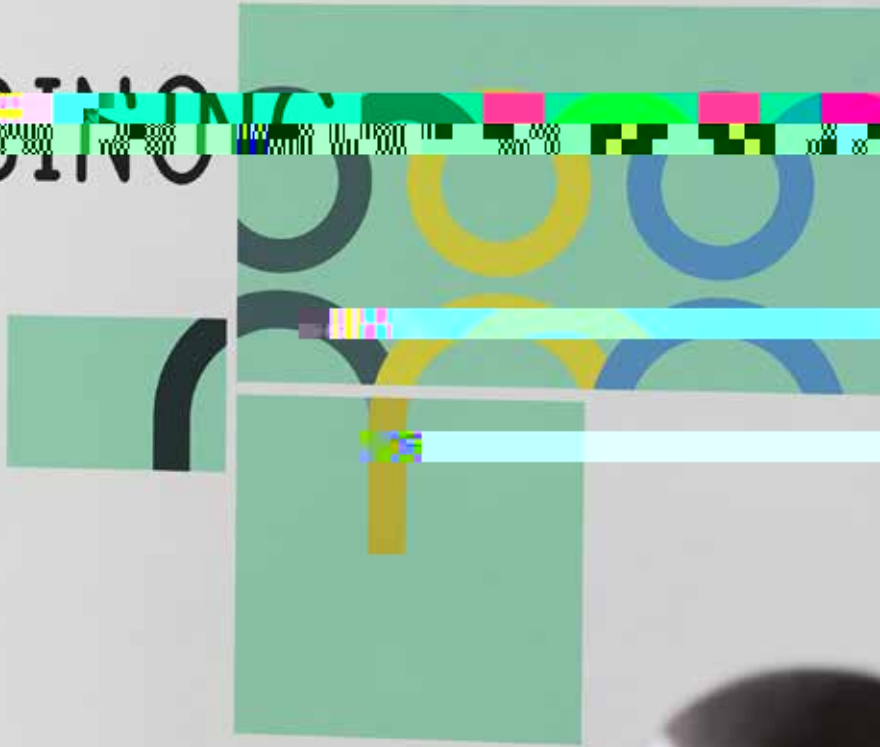
2. DEFINITIONS

- 1.1. **Bishop** k... R k C B... D...
- 1.2. **Catholic Schools Office** k... R k C C... D... M...-N... D... M...-N... C... O... (ABN 79 469 343 054).

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NDRAISING

give #life
people



5.

- c) The PEG must only be used for the purposes of the PEG as set out in clause 4.2 of the Parents and Friends Association Constitution 2020.
- d) The PEG must only be used for the purposes of the PEG as set out in clause 4.2 of the Parents and Friends Association Constitution 2020.
- e) The PEG must only be used for the purposes of the PEG as set out in clause 4.2 of the Parents and Friends Association Constitution 2020.
- g) **Funds must only be used for the purposes of the PEG as set out in clause 4.2 of the Parents and Friends Association Constitution 2020.**
- h) **Fundraising must only be undertaken after consultation with the Principal. All correspondence regarding fundraising must be co-signed by the Principal.**

c) M... k... k... PEG k... k...

d) PEG... k... k...

e) N.../M... PU... M... C... M... k... k...

f) N... k... k... k... .A... JPEG k...

g) M... k... PU... k... .A... k... k...

)

1. OPEN MEETING

2. ACKNOWLEDGEMENT

3. PRAYER

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G E A I G E E
E E E F A)

4. APOLOGIES

5. PRINCIPAL'S REPORT

6. PEG FINANCIAL REPORT

7. ANY PROJECT GROUP REPORTS

8. EDUCATIVE COMPONENT (INFORMED BY PARENT/CARER COMMUNITY)

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9. AGENDA ITEMS

10.

Welcome

Leader

Our Schools need the support of all parents. Each one has his or her unique contribution to make; some special quality that can help build a community that really cares for children. Let us pray that all parents will experience a sense of warmth and welcome, and that there will be a rich sharing of ideas, talents and enthusiasm as together we go about our work of helping our children to grow and learn.

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Above all, hold unflinching your love for one another since love covers a multitude of sins. Practise hospitality ungrudgingly to one another.

1 Peter 4: 8-9.

Bridges

Leader

The Catholic school is at its best when it is a vital part of the parish community, sharing in the Church's work of spreading the Good News. Let us do all we can to strengthen the links between our parish, our school and our homes. Let us pray that our children will feel at home in the Catholic community and see their Faith as something that gives meaning to their lives.

A.

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Put on them, as God's chosen ones ... compassion, kindness, lowliness, meekness and patience ... and above all these, put on love which binds everything together in perfect harmony. And let the peace of Christ rule in your hearts.

Colossians 3: 12-15

Hope

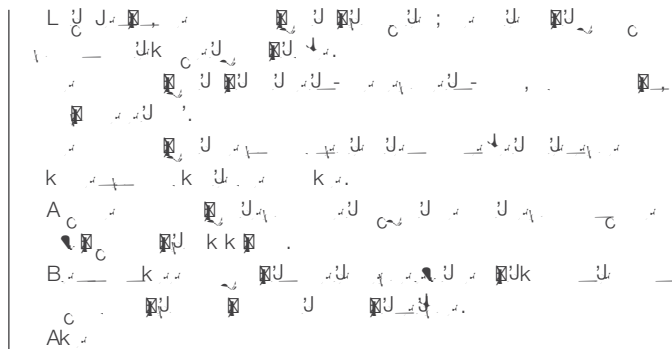


Recognition

Leader

We all know the power of praise and recognition in the building of self-esteem. Children, parents, teachers – we all flourish when our contributions are acknowledged. Let us begin this meeting by praying for the many generous people who help to build up and maintain our educating community.

A.



**I have called you by your name,
You are mine.
Behold, I have carved you
In the palm of my hand.**

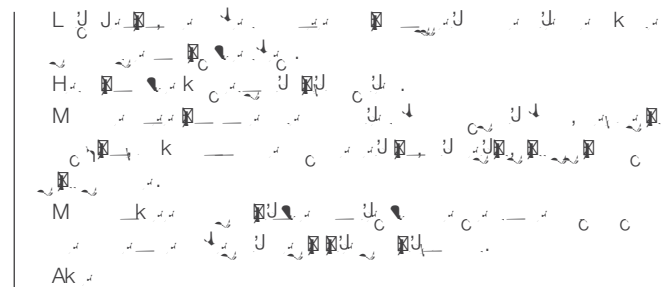
Isaiah 43:1; 49:16

Example

Leader

Children learn so much from watching their parents and teachers. This can be a somewhat frightening thought, yet, when we think about it, they are learning many more good things than bad from being with us. Let us resolve to show them more clearly what our deepest beliefs and values look like when they are acted upon. And let us pray for the strength to teach our children, and each other, by example as well as words.

A.



He took a child and put him in the midst of them, and taking

Values

Leader



Ending

Leader



