

Rules of S.A.R.G.

1. Name

Subject Association Representative Group

2. Aim and Principles

- a) To provide a forum for recognised Subject/Teacher Associations (which satisfy the criteria outlined in paragraph three below) to discuss issues of common concern, identify areas of common practice and share information on topics of mutual interest.
- b) SARG offers Subject Associations the opportunity to meet and share views, observations and information in a spirit of co-operation and collaboration.
- c) In matters where Subject Associations share a common goal, such as for example in the delivery of Inservice on behalf of the Department of Education and Science, it is assumed that models of good practice will be shared freely and openly.
- d) All procedures, activities and discussions of the SARG take place in an agreed context of respect for the diversity and integrity of each different subject area.
- e) The SARG does not intend to assume a political role in the context of industrial relations

3. Membership

Each Subject/Teacher Association is entitled to nominate two people as members of the Subject Association Representative Group. (For this purpose, "Subject/Teacher Association" is taken to mean a formal representative body of teachers, which meets at least once a year to elect officers and abides by a written constitution, is open to access by any teacher in that subject area, whose main aim is the promotion of that subject and the support of teachers of that subject.) The two nominees may be current or past executive office holders of a Subject/Teacher Association.

4. Membership fee

An annual administration fee of €25 will be payable by each Subject/Teacher Association.

5. Officers

The officers of the SARG shall be Chair, Assistant Chair, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer

Duties of Chair

To preside at all meetings of the SARG and of the Central Committee. The Chair shall have the right to represent the SARG publicly.

Duties of Assistant Chair (Chair-elect)

The Assistant Chair shall, in the absence of the Chair, perform the duties of the Chair.

Duties of Secretary

The Secretary shall work closely with the Chair in all organisational concerns of the group, including correspondence, minutes of meetings, organising venues, etc.

Duties of Assistant Secretary (Secretary-elect)

The Assistant secretary shall assist the Secretary in all matters concerning administration.

Duties of Treasurer

To administer the financial concerns of the Group.
To apply for funding from the TES / DES.
To provide a full and accurate account of financial transactions.

Duties of Assistant Treasurer (Treasurer-elect)

The Assistant Treasurer shall assist the Treasurer in all matters concerning finance.

Officers shall be elected/appointed by members for a two year term. The election/appointment will occur before the summer school holiday period. In the interests of continuity, members in the Assistant positions are encouraged to make themselves available for Offices in the term following their initial appointment. Officers may serve for a maximum of two terms, ie; four years.

6. Procedures

- a) The SARG shall meet two times in the academic year or when required. At least one of these meetings shall include matters concerning the "business" of the group, such as elections, financial reports, etc.
- b) A record of each meeting shall be made and distributed to all Associations within three weeks of the meeting.
- c) Guest speakers may be invited when relevant.
- d) Action taken as a result of a SARG meeting in the form of a letter, submission, etc. must receive a two-thirds majority of members present at that meeting.
- e) Three (3) weeks notice of meetings will be given to all Subject Associations.