

Rules of S.A.R.G.

As of the 27th October 2018 - AGM

1. Name

- a. Subject Association Representative Group

2. Aims and Principals

- 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 common goal, such as for example in the delivery on in-service on behalf to the Department of Education and Science, it is assumed that models of good practice will be shared freely and openly.
- d. All procedure, 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

- a. Membership of the Association is open to all Subject/Teacher Associations. Once a member each Subject/Teacher Association is entitled to nominate two people as their representatives on 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 the subject area, whose main aim is the promotion of the subject and the support of teachers of that subject.) The two nominees may be current or past executive officer holders of a Subject/Teacher Association.

4. Membership Fee

- a. An annual administration fee of €25.00 will be payable by each Subject/Teacher Association up to end of the 2018-19.
- b. An annual administration fee of €40.00 will be payable by each Subject/Teacher Association from 2019-20 on.
- c. "The opportunity for paying the SARG membership fee applies from the end of the AGM until the last day of February each year."

5. Officers

- a. The officers of SARG shall be the Chair, Assistant Chair, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer
 - i. Duties of Chair - To preside at all meetings of the SARG and of the Central Committee. The Chair shall have a right to represent the SARG publicly.
 - ii. Duties of the Assistant Chair (Chair-elect) - The Assistant Chair shall, in the absence of the chair perform the duties of the chair.
 - iii. Duties of the Secretary - The Secretary shall work closely with the Chair, in all organisational concerns of the group, including correspondence, minutes of meetings, organising venues, etc.
 - iv. Duties of the Assistant Secretary (Secretary-elect) - The Assistant Secretary shall assist the secretary in all matters concerning administration.
 - v. Duties of the 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.
 - vi. Duties of the Assistant Treasurer (Treasurer-elect) - The assistant Treasurer shall assist the Treasurer in all matters concerning finance.
- b. 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 interest of continuity, members in the Assistant positions are encouraged to make themselves available for officers in the term following their initial appointment. Officers may serve for a maximum of two terms, i.e.; four years.

6. Procedures

- a. The SARG shall meet two times in the academic year or when required. At least on to 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 taking 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 the meeting.
- e. Three (3) weeks notice of meetings will be given to all Subject Associations.
- f. "Any proposed change to the Rules of SARG must be received by the SARG officers six weeks prior to the AGM date from current members. Any proposed changes to the Rules of SARG must be distributed to current SARG members at least three weeks prior to the AGM. Any change to the Rules of SARG must receive a two-thirds majority of current members present at the AGM."