

RAINEY ENDOWED SCHOOL

20 October 2017

Dear Parent/Guardian

I write on behalf of the Board of Governors, to invite you to attend a meeting of the Parents of the Rainey Endowed School to elect two parents onto the new Board of Governors commencing in January 2018. This meeting will be held in the Johnston Hall at 7.00 pm on Monday 13 November 2017. I enclose information regarding this.

The Parent Governors will be expected to attend the Board meetings and school functions and play an active role on the Board of Governors.

I hope you will be able to attend.

Yours sincerely



TOM CONWAY (Rev)

Honorary Secretary

Board of Governors

**RAINEY ENDOWED SCHOOL, MAGHERAFELT BT45 5DB**

**Telephone: (028) 7963 2478 Fax: (028) 7963 4545**

**Email:** **head@rainey.magherafelt.ni.sch.uk**

**Website URL:** [**http://www.raineyendowed.com**](http://www.raineyendowed.com)

**Headmaster: D M McCullough BA (Hons) NPQH**

**NOMINATION PAPER**

**RAINEY ENDOWED SCHOOL - ELECTION OF PARENT GOVERNORS**

I nominate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to serve on the Board of Governors.

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name(s) and Form(s) of child(ren) currently pupils at Rainey Endowed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I second the nomination of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to serve on the Board of Governors

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name(s) and Form(s) of child(ren) currently pupils at Rainey Endowed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ accept nomination for election to the Board of Governors of Rainey Endowed.

**The following is a brief description of myself, my connection with Rainey Endowed School, and how I will contribute to the work of the Board of Governors of the Rainey Endowed School.**

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name(s) and Form(s) of child(ren) currently pupils at Rainey Endowed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ELECTION FOR 2 (TWO) PARENT GOVERNORS TO SERVE ON THE BOARD OF RAINEY ENDOWED SCHOOL FOR THE PERIOD JANUARY 2018 - DECEMBER 2021.**

**DATE** and **TIME** of election: Monday 13 November 2017 at 7.00 pm

**VENUE** Johnston Hall

In accordance with the provisions of the 1986 Education & Libraries Order (Northern Ireland) the Board of Governors of Rainey Endowed School invites nominations from parents of children currently enrolled at the school to serve as parent governors for the above period.

The Governors have nominated the Headmaster as Clerk to the election.

The following are the procedures for election:

(i) Each legal parent/guardian of a child currently enrolled in the school, is eligible to stand for election, to act as a proposer, or as a seconder, and to vote in the election.

(ii) Candidates are entitled to vote.

(iii) Proxy voting is not permitted (para 6, DE Circular 2013/22).

(iv) One nomination form is enclosed with this letter.

(v) Properly completed nomination forms must be returned to the Clerk at the school office by **Monday 6 November**, not later than 2.00 pm. Nominations received after this date/time will be invalid. No nominations will be accepted on the night of the election.

(vi) The election will be by secret ballot, at a meeting in the Johnston Hall of the School, at 7.00 pm on Monday 13 November.

(vii) The Governors ask that all those who accept nomination for election to the Board should provide, with their nomination form, a 50 - 75 word description of themselves, their connection with Rainey Endowed and how, in their view, they could contribute to the work of the Board of Governors, Rainey Endowed School. These self descriptions will appear on the ballot paper used on the night of the elections.

(viii) The Clerk to the election is required to examine all nominations received and confirm that those parents who have been nominated are prepared to stand.

(ix) If only two nominations are received there will be no need for a vote and both candidates will be deemed elected.

(x) A simple majority will determine the successful candidates. Should there be a tied vote in first place, both candidates will be deemed elected. Should there be a tied vote in second place then a second ballot will be undertaken confined to those two candidates. If this does resolve the election the tie will be determined by lot as permitted by para 20 of DE Circular 2005/20.

The following procedures will apply at the meeting:

 A A quorum shall be 50 parents.

B The Chairman shall announce the names of all validly nominated candidates, and will arrange for the distribution of ballot papers.

C Two other Governors shall be present at the meeting and they, together with two parents (other than candidates) elected by the meeting, shall act as tellers to count the votes.

D Each parent will be entitled to vote for two candidates.

E On completion of the ballot/count the Chairman shall announce the results to the meeting and shall subsequently convey the result to the Board of Rainey Endowed School.

F In the event of any procedural disputes the decision of the Chairman shall be final.

D M McCULLOUGH

Headmaster/Clerk