



You and ASTI

The ASTI represents over 18,800 teachers in Community and Comprehensive Schools, Community Colleges and Voluntary Secondary Schools. The ASTI is a democratic organisation and it is essential that each member exercises his/her right to be heard and to influence decisions made by the union.

ASTI INFORMATION LEAFLET – 2024

Issued by ASTI Head Office August, 2024.

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Visit the
School Stewards' page
on asti.ie



School Stewards

1. MEMBERS DECIDE ON POLICY

ASTI rules and policies are determined by Annual or Special Conventions. Any member may propose a motion to his/her branch for Convention. Any member may seek election to attend Convention. Each ASTI member is a member of a branch operating in the area in which he/she is employed or normally resides. Branch meetings discuss professional, educational and trade union issues of local and national importance to teachers and, through their branches, individual members may influence the policy direction of the union.

2. MAKING YOUR VOICE HEARD

You can express your opinions by being actively involved in your local branch and by attending your branch meetings.

- You can influence the direction of the union through the election of your branch officers or by seeking election yourself.
- You may wish to seek election to the Central Executive Council, which is chosen at branch level in October / November and meets twice yearly. CEC members also attend Annual Convention.
- You may wish to act as a delegate to Annual Convention, which meets at Easter. Delegates are elected at branch level in December and their attendance at Convention is funded by the union.
- You may wish to seek election to Standing Committee which is elected in February every two years (nomination in December). Any member of two years' standing may seek election to Standing Committee.
- Your voice will be heard when you play an active part in your ASTI branch.

3. STRUCTURES OF YOUR UNION

Officers

The Officers of the union are President, Vice-President, Immediate Past President, Honorary Treasurer and General Secretary. With the exception of the General Secretary and the Immediate Past-President, the Officers are elected at Annual Convention. The President holds office from August 1st to the following July 31st and is seconded to Head Office on a full-time basis.

Standing Committee

There are 18 regional representatives on Standing Committee, which meets on a monthly basis. Standing Committee acts as the day-to-day executive of the Association. It is the governing body of the Association when the Central Executive Council is not in session. Election to Standing Committee takes place in February (nomination in December).

Central Executive Council

There are over 180 members on this council, which meets twice yearly. It is the governing body of the Association when Annual Convention is not in session. Elections to CEC take place at branch meetings in the Autumn term.

Branch Officers

The ASTI membership is divided into 56 branches. Branches are locally organised and usually meet each month. Each branch has a Chairperson, Vice-Chairperson, Secretary, Treasurer, Equality Officer and Branch Organiser who are elected each October.

Annual Convention

Annual Convention is the supreme policy making body of the Association. Annual Convention decides on rules and policy and addresses issues of importance to teachers and education generally. Local branches nominate between one and twelve delegates to attend Convention depending on branch size. Annual Convention takes place during Easter Week.

Head Office

ASTI Head Office is situated on Winetavern Street, Dublin 8. The General Secretary, Kieran Christie and staff provide a wide range of services, advice and representation for ASTI members. Each school is assigned to a specific official for purposes of advice and representation (see overleaf).

Standing Committee Representative's Role

Standing Committee is the ASTI governing body when Central Executive Council is not in session. It makes policy decisions in accordance with the rules and Annual Convention decisions. Standing Committee members are elected by members every two years.

Industrial Relations Official's Role (IR)

The IR Officials are responsible for industrial relations issues and negotiate for and represent individual members and staffs with School Management and the Department.

Industrial Relations Staff Officer's Role (SO)

Members seeking advice related to leave, career breaks, job-sharing, payment issues, and the Teaching Council should contact Staff Officers, Emer Hynes and Caroline Mohan (01) 604 0160.

Retirement / Teaching Council Fitness to Teach

Members seeking advice and information on retirement options and Teaching Council Fitness to Teach should contact Executive Officer, Desmond O'Toole / eileen@asti.ie / 01 604 0170 (am) / dcullen@asti.ie / 01 604 0160 (pm). Retirement queries also handled by Breda Lynch (IR) / gsmith@asti.ie / 01 6040173.

Region 1: Donegal, Iar Thuaisceart, Sligo
Standing Committee Representative
James Staunton / region1sc@gmail.com / 087 406 0848

Donegal, Iar Thuaisceart:
Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

Sligo:
Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 2: West Mayo, East Mayo, Carrick-on-Shannon
Standing Committee Representative
Geraldine O'Loughlin/geraldine.oloughlin@gmail.com / 0872775209

East Mayo, Carrick-on-Shannon:
Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

West Mayo:
Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 3: Galway, Tuam, East Galway
Standing Committee Representative
Richie Bell / region3asti@gmail.com / 086 668 9436

Galway, Tuam:
Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

East Galway:
Desmond O'Toole (IR) eileen@asti.ie / 01 604 0170 (am),
dcullen@asti.ie / 01 6040160 (pm)

Region 4: Clare, Limerick South, Limerick North, Nenagh
Standing Committee Representative
John Conneely / john.conneely@live.ie / 086 173 2095

Clare:
Desmond O'Toole (IR) eileen@asti.ie / 01 604 0170 (am),
dcullen@asti.ie / 01 6040160 (pm)

Limerick South:
Brian Burke (IR) scullington@asti.ie / 01 604 0182

Limerick North, Nenagh:
Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 5: Desmond, Kerry, West Limerick
Standing Committee Representative
Siobhán O'Donovan / astidesmondbranch@gmail.com / 087 203 8613

Desmond, Kerry:
Bernard Moynihan (IR) / gsmith@asti.ie / 01 604 0171

West Limerick:
Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

Region 6: Cork South Paddy Mulcahy, Carbery
Standing Committee Representative
John Byrne / jbreion6@gmail.com / 087 185 6679

Cork South Paddy Mulcahy:
Bernard Moynihan (IR) / gsmith@asti.ie / 01 604 0171

Carbery:
Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 7: Fermoy, Cork North, East Cork, West Waterford, Dungarvan
Standing Committee Representative
Pat Knightly / astiregion7@gmail.com / 087 471 1501

Fermoy, Cork North:
Bernard Moynihan (IR) / gsmith@asti.ie / 01 604 0171

East Cork:
Brian Burke (IR) scullington@asti.ie / 01 604 0182

West Waterford, Dungarvan:
Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

Region 8: Wexford Tony Boland, New Ross, Waterford, Enniscorthy
Standing Committee Representative
Gerard Hanlon / jvghanlon7@hotmail.com / 087 339 2882

Wexford, New Ross:

Desmond O'Toole (IR) eileen@asti.ie / 01 604 0170 (am)
dcullen@asti.ie / 01 604 0160 (pm)

Waterford:

Brian Burke (IR) scullingtonc@asti.ie / 01 604 0182

Enniscorthy:

Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 9: Tipperary, Kilkenny, Roscrea

Standing Committee Representative

Donal Coughlan / dc@presclonmel.com / 087 243 9167

Brian Burke (IR) scullington@asti.ie / 01 604 0175

Region 10: Laois, Kildare, Carlow

Standing Committee Representative

Eamon Ryan / eamon200ryan@yahoo.co.uk / 087 988 6140

Laois:

Brian Burke (IR) scullington@asti.ie / 01 604 0182

Kildare:

Bernard Moynihan (IR) / gsmith@asti.ie / 01 604 0171

Carlow:

Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 11: Longford, Tullamore, Navan, Athlone, Mullingar

Standing Committee Representative

David Wynne / daviewynne@hotmail.com / 087 489 1474

Longford, Athlone:

Bernard Moynihan (IR) gsmith@asti.ie / 01 604 0171

Navan, Mullingar:

Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

Tullamore:

Desmond O'Toole (IR) eileen@asti.ie / 01 604 0170 (am),
dcullen@asti.ie / 01 604 0160 (pm)

Region 12: Dundalk, Monaghan, Cavan, Drogheda Sean Higgins

Standing Committee Representative

Louis Callaghan / louiscallaghan.a@gmail.com / 087 239 7631

Dundalk, Drogheda Sean Higgins:

Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Monaghan:

Bernard Moynihan (IR) / gsmith@asti.ie / 01 604 0171

Cavan:

Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

Region 13: Dublin South 2, Dublin South County

Standing Committee Representative

David Murphy / astiregion13@gmail.com / 087 386 7851

Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 14: Stillorgan, Dun Laoghaire, Bray, Wicklow

Standing Committee Representative

Ray St. John / raystjohn190@gmail.com / 087 350 2845

Stillorgan, Dun Laoghaire, Bray:

Breda Lynch (IR) / gsmith@asti.ie / 01 604 0173

Wicklow:

Desmond O'Toole (IR) eileen@asti.ie / 01 604 0170 (am) /
dcullen@asti.ie / 01 604 0160 (pm)

Region 15: Dublin South West, Dublin North West

Standing Committee Representative

Adrienne Healy / healys2806@gmail.com / 086 324 5765

Brian Burke (IR) scullington@asti.ie / 01 604 0182

Region 16: Dublin North 1 Miriam Duggan, Dublin North Central

Standing Committee Representative

Maria Markey-Greene / maria_markey@yahoo.com / 087 655 8813

Dublin North 1 Miriam Duggan:

Desmond O'Toole (IR) / eileen@asti.ie / 01 604 0170 (am) /
dcullen@asti.ie / 01 604 0160 (pm)

Dublin North Central:

Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 17: Dublin North East, Fingal

Standing Committee Representative

Seamus Keane / checian67@gmail.com / 086 054 0125

Dublin North East:

Bernard Moynihan (IR) / gsmith@asti.ie / 01 604 0171

Fingal:

Conor McDonald (IR) / scullington@asti.ie / 01 604 0175

Region 18: Dublin South Central, Dublin South 1

Standing Committee Representative

Sinéad Corkery / s.corkerysregion18@gmail.com / 087 950 5042

Brian Burke (IR) scullington@asti.ie / 01 604 0182

4. Duties and responsibilities of school stewards

The duties of the School Steward are stated in ASTI Rule 55 as follows:

- (a) Each ASTI school staff group shall elect a School Steward to be their official union representative.
- (b) The election shall take place on or before 1st May each year and the newly elected School Steward shall, as soon as possible, notify ASTI Head Office of his/her election.
- (c) The School Steward shall be the official representative of the ASTI in the school. He/she shall be responsible to the Association for the conduct of the affairs of the Association within the school.
- (d) The School Steward shall endeavour to ensure that all eligible teachers employed in the school become and remain members of the Association.
- (e) The School Steward should arrange the distribution to members of ASTI literature and information.
- (f) The School Steward shall forward to Head Office information on ASTI membership in the school if requested by the General Secretary.
- (g) The School Steward shall act in consultation with and on behalf of the ASTI members in the School.
- (h) The School Steward shall convene at least one school ASTI meeting per term.
- (i) On receipt of an agenda and a request for a meeting signed by at least half of the ASTI members in the school, the School Steward shall convene a meeting of ASTI members.
- (j) Necessary expenses of the School Steward may be reimbursed by the local ASTI Branch.
- (k) The School Steward may if he/she sees fit arrange for the election of a School Union Committee, this committee to consist of three members including the School Steward. The School Steward may delegate some duties to the other members of the School Union Committee. Where deemed appropriate by the School Steward this committee may act on behalf of the ASTI staff.

5. School ASTI meetings

- 1 A meeting of members in each school should be convened at least once in every term.
- 2 At least three days notice should be given of the intention to hold an ordinary meeting.
- 3 An extraordinary meeting may be called at shorter notice by the School Steward or at the request of not less than fifty per cent of the members in the school having signed a requisition indicating the purpose of the proposed meeting.
- 4 No business other than indicated on the requisition may be discussed at such an extraordinary meeting.
- 5 A record of those present and the business discussed and the decisions taken at all meetings must be kept.
- 6 At the beginning of each meeting, the minutes of the previous meeting should be read and, if approved, signed by the School Steward.
- 7 In general, it is desirable that the School Steward should be assisted in keeping the minutes so that he/she can more effectively participate in the meeting.
- 8 A motion for inclusion on an agenda shall not be in order unless signed by the proposer and seconder.
- 9 If there is no consensus on an issue or resolution it should be put to a vote by a show of hands.
- 10 Should a tied vote occur, the chairperson, who is usually the School Steward, shall use his/her casting vote except where an election involving a secret ballot is taking place, e.g. Board of Management election. In the event of a tied ballot a second ballot shall be held. The matter should be decided by lot if a second tied ballot occurs.
- 11 Should serious matters arise under "Any Other Business" it may be desirable to postpone taking a decision and to put the matter on the agenda for another meeting.
- 12 In no circumstances may a motion be accepted which seeks to circumvent ASTI policy or a union directive.
- 13 It is desirable that the union have the use of rooms in the school during or after school hours. (A standing arrangement should be made between the School Steward and management on this matter).

6. School Stewards and the ASTI website

ASTI website

The ASTI website provides comprehensive information on second-level teachers' terms and conditions of employment. It is often the case that a member's question is answered in full on the ASTI website - for example in the A-Z of terms and conditions. The website also contains an archive of ASTI publications including ASTIR and Nuacht.

School Stewards should ensure they have access to the MyUnion area of the ASTI website. To access MyUnion you must register for a MyUnion account on the website. Each School Steward can use MyUnion to view contact details for their elected representatives and to see an up-to-date list of ASTI members in their school. School Stewards can also see which members in their schools have opted for digital publications instead of hard copies (e.g., ASTIR and Nuacht).

When a School Steward receives a posting of ASTI publications to the school, they can use the filter in their MyUnion account to select the publication they are distributing from the dropdown menu of the filter. This will bring up a list of members who are to receive the printed publication.

Contact details:

The ASTI website contains names and contact details for ASTI elected representatives and Head Office staff. You can also submit questions directly to specific departments in ASTI Head Office via the website contact us page.



Áras Thomáis Mhic Dhonncha, Sráid an Fhíona, B.Á.C. 8, D08 P9V6
Thomas MacDonagh House, Winetavern Street, Dublin 8, D08 P9V6
Tel: 01-604 0160 e-mail: info@asti.ie <http://www.asti.ie>



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