

Minutes of GETNS PA Committee

1st May 2012, 8 pm

Attended by:

Fiona Nic Choiligh (Chair), Susan Battah, Peter Bishton, Catherine Boothman, John Callaghan, Paul Dillon, Evan Furlong, Sarah Kernaghan, Niamh Mac Cárthaigh, Mona McCrea, Katarzyna Nikonowicz, Garrett Phelan.

Apologies:

Jane Browne, Fiona McCarthy, Eimear McCarthy, Aran McMahan.

Welcome and approval of last meeting's minutes

The minutes of the last meeting were approved.

Fundraising

General discussions on fundraising and specific events were discussed. Paul Dillon from the BOM joined us for these discussions, giving us valuable guidance throughout and expressing the Boards interest in working together as much as possible. The PAC highlighted how useful it would be to have a Fundraising Target and a list of priority items required by the school in an effort to target fundraising events. A calendar of fundraising events was drafted and it was suggested that sub committees be set up for these events urgently. A discussion was had regarding having a lot of small events Vs two or three large events a year. The general consensus was that a number of smaller events involving both parents and children at the weekend was the best way forward. It was also discussed that not all events had to raise funds.

ACTION: Fiona Nic and Catherine to draft a calendar of fundraising events to bring to joint meeting with BOM.

Treasurer Position

A concern was highlighted as it seems both the Ceili funds and Hoodie funds have not yet been lodged to the BOM Account. This is a serious breach of protocol as they are meant to be lodged within 7 days of an event. It was also brought to the attention of the PAC that the PA Constitution states the 'Treasurer will be appointed from among the committee members and will be responsible for keeping account of the income and expenditure of the Parent Association finances. The Treasurer will give a statement of income and expenditure at each committee meeting'.

ACTION: Fiona Nic to explore setting up deposits over weekends for future fundraising events. John to contact Eimear regarding lodging of funds etc. Fiona Nic to discuss treasurer position with Eimear.

Family Table Quiz

A family table quiz has been suggested for May. It was thought that it could be organised relatively easily and would take into account the overall preference of family fundraising events detailed in the recent survey. **ACTION:** Fiona Nic to discuss with BOM and PC.

Cultural Disco and Orientation Day

An end of school disco and orientation day for new families was suggested to finish up the school year in June. **ACTION:** Fiona Nic to talk to PC about this idea.

Mini Marathon

The BOM support this event if anyone would like to run for the school. However, they feel that people may have already chosen their charities and suggest initiating this idea sooner next year. **ACTION:** Fiona Nic to email PC regarding sponsorship cards and to send out a bag note highlighting parent's participation.

Tesco Bag Pack

The bag pack will take place in August.

Treasure Hunt

After some discussion it was thought best to host the treasure hunt in September as this would give more time for preparation, not clash with the Kilruddery event (16th June) and include the new families starting in September. It is proposed to have a circular route starting at Lidl car park and ending at the school. This will be a community event and there will be a BBQ, music and face painting at the school. Ideas for a theme were discussed, one brought forward was the idea of incorporating the four strands of the ET ethos and the ultimate treasure being our school. Market strategies were discussed, using flyers, banners, radio, newspapers etc. It was decided to establish a subcommittee with immediate effect and a programme by the end of June. **ACTION:** Fiona Nic to email BOM with date change. Karen to inform new parents of Treasure Hunt. Establish a subcommittee and begin planning event.

Halloween Disco

Following on from the great success last year, the Halloween disco will be held at the end of October.

Craft Fair

It is proposed that the craft fair will take the form of a high quality, hand made, craft event. Stalls will be offered to 'arty' parents in the school and creative people from the community could also be invited. It will be a community event and is proposed for 17th November. With the success of the children's jumble sale last Halloween it was suggested we could

include this at the fair. **ACTION:** Fiona Nic to email BOM with proposed date and sub committee to be initiated.

Race Night

A race night is proposed for February 2013. This event raised a lot of funds last year, most of which was collected in advance by selling horses and getting commercial sponsors.

Class photos

The BOM and PC confirmed that there will be no official school photos taken this year. In place of this Evan has offered to take a class photo, including the teacher, of each class. The proposed date for this is Friday 18th May at 10am. Sarah and Mona will help Evan on the day. Evan will email all the photos to Aideen for dissemination via email. **ACTION:** Fiona Nic to email PC to confirm date and proposed dissemination.

Junior Infant Swimming

PC has provisionally booked a timeslot with Shoreline for after school swimming for Junior Infants from September 2012. Tennis has commenced and the feedback has been very positive.

Coffee Mornings

The next coffee morning will be held on 16th May. The theme will centre around the end of year disco and orientation day – if approved.

Promoting Parent Events

Propose the idea of a community notice board for parents to promote their events with a disclaimer. **ACTION:** Fiona Nic to ask PC about this.

Fence prices

Niamh is working on this and waiting for prices at the moment. **ACTION:** Fiona Nic to email PC for more clarification on this, has it been approved by BOM etc.

Bullying

ACTION: Fiona Nic to email PC and BOM that the PAC would like to see more on bullying.

Access to school

The PAC is concerned that access to the school is restricted if Aideen is not in her office. An external bell was suggested and the importance of keeping the sliding window of the office clear at all times highlighted. **ACTION:** Fiona Nic to talk to PC regarding this.

PAC Photocopier

GETNS has leased a new photocopier and offered the old one to the PAC. This photocopier is still functional and comes with equipment to keep it running for the foreseeable future. Since the PAC would get free copies, it was felt that we should try and keep it if there is a storage facility for it in the school. **ACTION: Fiona Nic to email PC asking her if there is any space for us to store it, suggest storage room.**

Ethos Self Evaluation Group Update

With one day to go there was a good response to the survey, which stood at approx. 50%. The themes of Ethos workshops will be based on the results of this survey and a report will be completed after the workshops. Workshops will be held in the school on Monday 28th May at 9.30am and Wednesday 30th May at 8.

Items for Joint Board Meeting

The joint board meeting will be held on 23rd May. Fiona Nic has requested the PAC email her with any additional items for the meeting. **ACTION: Email Fiona Nic with any items for joint meeting. Fiona Nic to bring calendar of fundraising events and to request BOM funding targets.**

School Bus

The pickup point at the Charlesland bus stop was highlighted as unsafe for a number of reasons. A letter was sent to the company suggesting they slightly alter the pickup point to near Superquinn, however this was rejected as they do not enter estates. As an alternative perhaps a safety leaflet could be drawn up for students and parents at this drop off point.

ACTION: Catherine B to initiate.

APPENDIX 1
LIST OF ACTIONS TO BE TAKEN

1. Fiona Nic to explore setting up deposits over weekends for future fundraising events.
2. Fiona Nic and Catherine to draft a calendar of fundraising events to bring to joint meeting with BOM.
3. John to contact Eimear regarding lodging of funds etc.
4. Fiona Nic to discuss treasurer position with Eimear.
5. Fiona Nic to discuss Family Table Quiz with BOM and PC.
6. Fiona Nic to talk to PC about end of year Disco and Orientation day.
7. Fiona Nic to email PC regarding sponsorship cards and to send out a bag note for Mini Marathon.
8. Fiona Nic to email BOM with date change of Treasure Hunt.
9. Karen to inform new parents of Treasure Hunt.
10. Establish a subcommittee for Treasure Hunt and begin planning event.
11. Fiona Nic to email BOM with proposed date of Craft Fair.
12. Fiona Nic to email PC with date and proposed dissemination of class photos.
13. Fiona Nic to ask PC about community notice board.
14. Fiona Nic to email PC for more clarification on fence, has it been approved by BOM etc.
15. Fiona Nic to email PC and BOM that the PAC would like to see more on bullying.
16. Fiona Nic to talk to PC regarding access to school.
17. Fiona Nic to email PC asking her if there is any space for us to store photocopier.
18. PAC to email Fiona Nic with any items for joint meeting.
19. Fiona Nic to bring calendar of fundraising events and to request BOM funding targets at joint meeting.
20. Catherine B - School bus actions