



**Minutes of GETNS PA Committee
11th September 2012, 8 pm**

Attended by:

Fiona Nic Choiligh (Chair), Fiona McCarthy, Catherine Boothman, Niamh Mac Cárthaigh, Mona McCrea, Garrett Phelan, Peter Bishton and Katarzyna Nikonowicz.

Apologies:

Sarah Kernaghan, John Callaghan, Susan Battah, Evan Furlong, Karen Flynn and Eimear McCarthy.

Welcome and approval of last meeting's minutes

The minutes of the last meeting were discussed and approved.

Tesco Bag Pack

Congratulations to Niamh for scraping together the Tesco Bag Pack during the summer holidays, €1138.82 of much needed funds was raised. Since it was so difficult to get volunteers during the summer and since it is such an important event we discussed the possibility of trying to get the next bag pack during term time if at all possible. The money raised is still in the PAC bank account. This needs to be transferred to the BOM account within 7 days of the event. **ACTION: Niamh to talk to Norma about how to organise next Bag Pack during term time. Treasurer to transfer funds from PAC account to BOM asap.**

Danny's Dance-athon

The future of Danny's Dance-athon was discussed. The possibility of planting a tree in memory of Danny at the new school was raised. **ACTION: Catherine B to write a proposal for this and future years.**

Sports day safety issue

Following on from discussions at the last meeting regarding the safety at the end of sports day, it was suggested that there could be a 'rounding up' ceremony where children line up with their class and PC could hand out medals. Children could then be collected, go to after school club or go on the bus in an orderly fashion. **ACTION: Fiona Nic to bring up with PC.**

School Calendar

Well done to Fiona Mc for collating and compiling the long awaited school calendar. In addition Fiona has added a volunteer's form that parents may complete detailing their availability and preferred times for helping out. This form will be emailed to Fiona and Aideen. **ACTION: Fiona Nic to acknowledge work on school calendar and extracurricular activities.**

Treasure Hunt

The Treasure Hunt has been postponed until next Spring. This is due to insurance and route issues. **ACTION: Fiona Nic/Mc to get details of Public Liability Insurance and move forward.**

Craft Fair

Insurance is also an issue for the Craft Fair, the committee are looking into this. There has been a huge interest in the Fair so far.

Junior Infants Coffee Morning

A coffee morning for the new parents is planned for Wednesday 12th September. This will be a good opportunity to let them know about the PAC AGM on 2nd October and hopefully recruit new members. **ACTION:** Evan, Niamh, Catherine B and Mona to manage coffee morning.

School Yard Parent Roster

There are some concerns from parents outside the PAC that there may not be enough teachers on duty at yard time. The possibility of putting a parent roster in place was discussed. **ACTION:** Fiona Nic to establish the current roster duty and clarify how many teachers are on at any time.

Expressions of Interest to stay on PAC

Fiona Nic has had positive responses from Bish, Barbra, Fiona Mc, Niamh, Mona and is willing to stay on herself. Unfortunately Catherine B, Sarah, Katarzyna and possibly Garrett are stepping down. Thank you all for your hard work over the years. There has been no communication from Susan, Eimear and Aran as of yet. At the first meeting of the new PAC (after the AGM) Fiona Nic will outline the need for members to clarify if they are interested in staying on the PAC if they miss 3 consecutive meetings. **ACTION:** Fiona Nic to add to agenda for next meeting.

Costs of School books and sundries

The PAC would like to thank the school for ordering the school books. Some parents would like a breakdown of the sundries, perhaps show value for money and quotes sought. **ACTION:** Fiona Nic to thank school for ordering books and to ask PC for breakdown of sundries. Fiona Nic to check sundries in other local schools.

Accommodation and new teachers

The PAC would like to acknowledge all the hard work that has gone on in the school during the summer in terms of the new classrooms and hiring teachers. **ACTION:** Fiona Nic to pass this on.

Parents social evening

The parents social evening on the last day of term was very poorly attended.

BOM

Fiona Nic informed us that a new community representative is required for the BOM.

ACTION: Fiona Nic to ask the BOM for any updates on the new school and when the voluntary contribution is being requested.

Items for next agenda

Forge relationship with new secondary school. **ACTION:** Fiona Nic to add to next agenda.

Preparation for AGM

The PAC AGM will be held on 2nd October 2012 in Charlesland Golf Club at 8pm. The Chair, Treasurer and Secretary should be present and the minutes from the last meeting and accounts available. Fiona Nic will draft the presentation. Fiona will invite speakers such as PC, Geraldine, members from the non-committee voluntary groups such as the gardening team, green schools and the craft fair group. All the BOM and staff will be invited to the AGM. Fiona Mc will write up an accounts page from the treasurers folder. Susan to leave the folder in the office. Fiona Nic to ask John for some 'nice' examples of where our fundraising money has been put towards to make it tangible.

ACTION: Fiona Nic to ask speakers for the AGM. Susan to leave treasurers folder in the office. Fiona Mc to write up an accounts page. Fiona Nic to ask John for some 'nice' examples of where our fundraising money has gone to.

Signed: Date:
(PA Committee Chair)



APPENDIX 1

LIST OF ACTIONS TO BE TAKEN

1. Niamh to talk to Norma about how to organise next Bag Pack during term time. Treasurer to transfer funds from PAC account to BOM asap.
2. Catherine B to write a proposal for the future of Danny's Dance-ahton.
3. Fiona Nic to discuss end of sports day ceremony with PC.
4. Fiona Nic to acknowledge work on school calendar, extracurricular activities, school books, extra classrooms and recruitment of new teachers.
5. Fiona Nic/Mc to get details of Public Liability Insurance for Treasure hunt and move forward.
6. Evan, Niamh, Catherine B and Mona to manage coffee morning.
7. Fiona Nic to establish the current roster duty and clarify how many teachers are on yard duty at any time.
8. Fiona Nic to ask PC for breakdown of sundries.
9. Fiona Nic to check sundries in other local schools.
10. Fiona Nic to ask the BOM for any updates on the new school and when the voluntary contribution is being requested.
11. Fiona Nic to add two items to the agenda for the next meeting; To notify PAC members that they need to clarify if they want to stay on the committee if they miss 3 consecutive meetings and to forge a relationship with the new secondary school.
12. Fiona Nic to ask speakers for the AGM.
13. Susan to leave treasurers folder in the office.
14. Fiona Mc to write up an accounts page.
15. Fiona Nic to ask John for some 'nice' examples of where our fundraising money has gone towards.