

## Draft minutes of PAC meeting 4<sup>th</sup> November 2014

Attendees: JCD, JD, JO'C, EF, GL, AM, AR

Apologies: AK

Meeting opened with round table introductions to welcome new parent attendee.

JCD opened meeting citing priority is to lock down charity policy and get it signed off by BOM

Main change to meetings will be to move minute approval to top of agenda for every meeting

Discussion around not spending as much time approving old minutes, as any discussion around the draft minutes should take place during the month through the google group. Purpose of approval is just to cover any outstanding actions and approve formally

### 1. Approval of Minutes October

<p>Geraldine's present? – Barbara arranging</p> <ul style="list-style-type: none"><li>➤ Role of events coordinator approved</li><li>➤ Anti-bullying – Ethos forum will distribute some draft questions for an online questionnaire Will make available to PAC for review</li><li>➤ Halloween disco – JD said hall looked great for disco and overall felt it was a great success</li><li>➤ Craft Fair – JCD noted would prefer if parents were allowed to provide food for craft fair rather than losing out to external vendors</li><li>➤ <b>Extra-curricular items to be brought forward to December agenda</b></li><li>➤ JD expressed concern around Aladdin texts</li></ul> <p>“No update on health eating week or Lunch policy”</p> <p>Minutes approved</p>	<p><b>Action:</b> <b>JC please follow up with Barbara to confirm this was completed</b></p> <p><b>JC to discuss with Caitriona sending draft questionnaire to PAC</b></p> <p><b>JCD to speak to Catherine about Aladdin comms</b></p>
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### 2. Treasurer's report

<ul style="list-style-type: none"><li>➤ Money raised from Halloween Disco was €35 less than school count when EF counted – total amount lodged €269.56</li><li>➤ Proposal from EF to change bank to reduce fees of €50 per quarter – suggestion to change status of PA to charity but JCD confirmed this is not possible</li><li>➤ Lodged €170 for hoodies. Paid €440 to hoodie company</li></ul>	<p><b>Action:</b> <b>EF to check out Perm TSB, EBS and BOI for changeover options and fees</b></p>
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### 3. Teacher/Principal Update

<ul style="list-style-type: none"><li>➤ Danny's memorial bench has been built, 3<sup>rd</sup> Class in charge of decorating and taking care of the bench<ul style="list-style-type: none"><li>- Playboards going up on wall behind</li></ul></li><li>➤ Playground update – Still on hold waiting for architects reports on extension</li><li>➤ Christmas Plans – Glenview want choir back, EF to check with them re payment</li><li>➤ Hallelujah chorus on again this year – teacher Yvonne managing this</li><li>➤ JI and SI – Christmas carols date TBC</li><li>➤ EF suggested that school might put on a choral night in school for parents - also suggestion of Mulled wine and mince pies to be provided – potential fundraiser</li><li>➤ PC wants retractable awnings put up outside school – needs 3 quotes</li><li>➤ Garden Initiative – 2 people involved so far – PAC have been asked to setup a committee for this.<ul style="list-style-type: none"><li>- Potential to move two of the raised beds from yard to garden space inside gates</li></ul></li></ul>	<p><b>Action: JCD to follow up with LF to action comm to parent body re: extension</b></p> <p><b>EF to check if Glenview will pay for choir this year</b></p> <p><b>JD to look after Teas and Coffees for carol night</b></p> <p><b>JCD to discuss with PC</b></p> <p><b>GL to speak to ER about looking into this and get quotes</b></p> <p><b>JCD to follow up</b></p>
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### 4. Special Class update

<ul style="list-style-type: none"><li>➤ JC sent out info to PAC re lobbying HSE on behalf of Special Class</li><li>➤ AM and AR will send wording for letters to JCD</li><li>➤ Items on wishlist – smaller items such as swing etc could be paid for by PAC fundraising</li><li>➤ Fundraising suggestions – 2<sup>nd</sup> April Autism Awareness day<ul style="list-style-type: none"><li>- Wear Blue on last Thurs/Fri of term - € contribution</li><li>- Blow bubbles for Autism</li><li>- Christmas Day Swim organised in Bray</li><li>- Scrap metal – still being considered</li></ul></li></ul>	<p><b>AM and AR to send letter content to JCD</b></p> <p><b>JCD will contact boat repair company re using their land for skip</b></p>
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## 5. Charity Policy

<ul style="list-style-type: none"><li>➤ Major Changes to draft charity policy around closing date for submittals – now 31<sup>st</sup> December. Also changed ‘who can vote’ to parents and children/teachers</li><li>➤ BOM/PAC will facilitate but not able to choose charity</li><li>➤ Discussion around fundraising for specific unplanned events? How do we manage this? – JCD confirmed we can support through communication and promotion of events etc but cannot endorse through fundraising directly</li><li>➤ Agreed that staff should support students when choosing charity</li><li>➤ Agreed that money from 3 end of term events will be put together and divided between two chosen charities</li></ul>	<p><b>JCD to bring charity policy to PC and BOM for approval</b></p>
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## 6. Traffic Proposal

<ul style="list-style-type: none"><li>➤ JCD spoke with PC and cones cant be placed out on bike lane for insurance reasons</li><li>➤ AM will look into practical solutions to traffic management and will also speak to Wicklow CC</li><li>➤ Discussion was around huge danger to children and parents crossing/cycling around school. Parents should not park in cycle lanes surrounding the school – PAC open to suggestions on how to manage this</li></ul>	<p><b>Action: AM to feedback to JCD on findings</b></p>
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## 7. Christmas card update

Payment deadline next week – Barbara will manage collecting money

Discussion around some parental concern about wording on inside of card – all agreed to leave inside blank for people to put personal greetings

## 8. BOM update on building

Covered in approval of last month’s minutes – no update yet

## 9. Parental talk on inclusion

Teacher Grace suggested that a talk on ‘Inclusion’ might be added to the schedule of parental events – Special class sub-committee will look into potential speakers

## **10. Craft Fair update**

Covered in approval of last month's minutes

## **11. Fundraising and Events**

AR helping to coordinate clothes recycle on Thursday

JD to start looking into forming Ceili committee and multicultural committee

Aside:

JO'C to look into issues of committees – what are they? Who are the members? How are they managed?

Current Committees:

Library (disbanded)

Green Flag

Ethos

Anti-bullying

Volunteering

Green School

Active Flag

Special Classroom

Constitutional Committee

**Meeting closed 10.20pm**