

## PTA Committee Approved Report 18<sup>th</sup> June 2018

**Present:** Claudine Nolan, Paula Pigott, Claire Kelly, Katharina Kelly, Andrea Burke-Khan, Audrey Byrne, Patricia Greene, Siobhán Walsh, Liz Jackson, Susan Nic Réamoinn, Jackie Roe, Lisa Donnelly, Niall Brack.

**Apologies:** Therese Gamble.

### Minutes:

1. The minutes from 28.05.18 were reviewed, proposed, seconded and adopted.  
No amendments were made.
2. Treasurer's Report:
  1. Bank a/c is active since 11/06/18 under the name of GVET PTA and statements will be addressed to Treasurer c/o GVETNS. 2 signatories are required to sign cheques. The money raised by the PTA working group was t/f'd to this a/c.
  2. Previous treasurer has instructed the bank to raise a cheque, payable to the school for the balance in the former PTA a/c.
  3. Sponsored Walk has raised €2,365 to date with more money due in. A text will be sent to parents reminding them to send in any o/s sponsorship money. **Action:** School to send text to parents.
3. Board of Management Update:
  1. There was no set of minutes available from the last BOM meeting but the BOM is due to meet again on Wednesday so should be signed off then. BOM will circulate to the PTA before putting them on the school website. **Action:** BOM to circulate minutes.
  2. A number of new policies are being reviewed by the BOM including GDPR.
  3. BOM are reviewing some spending requests for PE kits and resources as part of the wishlist.
  4. It was voted and carried that the PTA would purchase table tennis bats for the school. **Action:** PTA to ask table tennis coach for quotes for the bats.  
**Action:** BOM rep to ask the BOM for guidelines on how much the PTA can spend without prior BOM approval e.g. Graduation Breakfast
4. Principal's report:
  1. Deputy principal advised that Principal would be on leave until June 30<sup>th</sup> and that she was the Acting Principal.
  2. Class Mixing – letters to go home to parents on Wednesday advising parents of teachers for next year. Mixed class lists will also be available in the office. A number of activities are planned to introduce the children to their new classmates and teachers.
  3. There will be 544 pupils enrolled for September 2018 with 88 new Junior Infants.
  4. Food Fair has been postponed with two possible future dates – 28<sup>th</sup> September or 5<sup>th</sup> October. Flyers will be produced in a number of different languages to encourage a diverse range of parents to attend. It was suggested that this could also be done for the PTA coffee mornings.
  5. Early Collection Form & Book – feedback is that this new procedure is going well.
  6. Book Savings Scheme – hoping to have an online payments system by mid September. The committee achieved savings of 30-35% on stationery costs. The

booklist has been password protected on the website to reduce 'cold calling' sales reps to the school.

7. Deputy Principal advised that the school could achieve increased capitation grants if it can show savings e.g. school insurance, book costs etc.
  8. National Support Behaviour Services – will be running staff training and would be happy to provide a parents evening for topics such as managing behaviour and challenging behaviour. The PTA voted and would be interested in this.  
**Action:** Deputy Principal to revert with possible dates.
  9. All class assembly will be reintroduced on Friday with the sports achievements being recognised, reading out of Amnesty International and Green Squad letters and Eithne to receive a special mention.
  10. SEN policy – this has been reviewed. Once approved by the BOM, it will be put on the school website.
5. PTA activities:
1. Healthy Eating week – lots of fun activities planned for the children e.g. blind tastings, cookery demonstrations, food pyramid talks, nature walks and a colouring competition for the junior infants. Lots of Sponsorship raised from e.g. SuperValu, Chopped, McCabes, Centra. To date there has been no financial cost.
  2. Clothing collection – Booked for Friday 22<sup>nd</sup> June. It was confirmed that the company are registered.  
**Action:** School to text reminder re: lost property.  
**Action:** PTA to arrange text reminder to parents on Thursday re: collection.
  3. Graduation night refreshments – PTA to provide tea and coffee.
  4. Graduation Breakfast – PTA to purchase food & drinks and arrange set up and serving.
  5. School Insurance – It was voted and agreed that the PTA will run this in September (collecting forms and money).
  6. Race Night - looking at a possible date in February 2019 for this. **Action:** Discuss this at first meeting in September.
  7. New parents –  
**Action:** Discuss ways to encourage new parent involvement in the PTA in September.
  8. Harvest Festival – suggested date 15<sup>th</sup> September. Teachers would run with this and would look for PTA support with purchasing seeds, boxes and supplying refreshments.  
**Action:** Deputy Principal to see if this could also be tied in with the library e.g. reading harvest stories.
  9. Halloween Disco – all agreed that this was missed by the children last year  
**Action:** PTA to follow up with the SOP from previous years.
  10. NPC training – the 17<sup>th</sup> September was proposed as a suitable date.  
**Action:** Chair to confirm with NPC.
6. Correspondence – email from the Book Rental Scheme thanking volunteers.
7. AOB: Food Dudes – a flyer was sent in to the school.  
**Action:** PTA to email them to say that the school is interested.
8. Date set for the next meeting: **Monday 10<sup>th</sup> September @ 7:30pm**