

Parent Teacher Meeting 10th November Skerries Educate Together

1. **Previous minutes agreed**

Karen and Eleni proposed and seconded the motion that going forward, decisions made at the PTA go to the vote of all in attendance.

2. **Treasurer Update:** Full update from Julie on finances-see attachment at end of minutes. Julie to contact previous treasurer re: access to online banking.
3. **Allocation of PTA funds during the school year:** general discussion on how PTA funds are used. It was agreed that money needs to be used in such a way that as much of the school population as possible will benefit from it. The school were asked if teachers have a 'wish list', as it may be a good idea to allocate an amount to each class teacher for specific purchases for each class. Teachers to discuss and feedback at next meeting. It was also agreed that a flexible approach will be kept in terms of exceptional circumstances and each proposal for funding will be reviewed on a case-by-case basis.
4. **Online/cashless payments:** Compared machines and costs from different companies. Also discussed waiting until sale later in the month and buying additional machines. 1 machine to be purchased in the meantime and can be used for the Christmas card payments.
5. **Communications of PTA:** General discussion on the high volume of messages coming through on the WhatsApp group. It was agreed that posts should go person to person rather than into the group for everyone i.e., questions for secretary to Sandra, questions re: communications to Heidi. Heidi needs to be added to class rep groups so that items can be shared there. There was also concern re: the volume of messages from the PTA to parents as well and how to streamline this. The PTA section of the school website could be utilised and updated more, including putting the minutes up, and then direct parents there for update.
6. **Book fair:** Payments at school on the 21st and 22nd November, 3 slots for collecting payments, Eleni will email out for helpers.
7. **Afterschool clubs update:** 13 clubs ran. Issues with people booking places but then not paying/taking the place. As a result, 1 club is running but at a cost as there aren't sufficient numbers. General discussion on how best to tackle this issue and if there is a way to reallocate places when there are no shows- members to consider and feedback any ideas at next meeting.
8. **Fundraiser update**
 - a. Halloween disco outcome: Feedback from teachers that this was a great success and was accessible for the whole school.
 - b. Christmas cards: 254 cards submitted. 8euro per pack, awaiting samples from the company and then Eleni will look for help with cash collection.
9. **Proposal for further fundraisers:** Winter disco, bake sale, jumper swap- agreed last one is not feasible logistically. Karen/Eleni to put ideas to school for feedback on winter disco. Also suggested students writing cards to people in local nursing homes- Karen to follow up with local homes. Advance notice given that there will be an honesty box book sale, so people may wish to hold onto books they no longer need and donate then. Heidi to send email out on this. Need to put out a call for more leaders so that clubs can be extended to junior students. Teachers unable to lead these groups so volunteers to be sought.
10. **Any other business:** Volunteers are needed for the school library every Friday 8.30-9.30. Sign up form was circulated around the meeting.

11. **Date for next meeting-** 1st December, and every 1st Thursday of the month in future.

PTA Treasurer Report for meeting of 10 November 2022

Bank balance as of handover - TBC	€	3,209.95
Uncashed cheques/pending transfers		
Lodgements since 22 February	€	-

Estimated existing bank balance € **3,209.95**

Funds Raised 2022/2023 €1,410.00

Expenses 2022/2023 -€411.90

Total Available Funds raised (2022/2023) € **998.10**

Allocated/budgeted funds yet to be spent

PTA Public Liability Insurance	€	215.00
Garden funds surplus from 2017/18		
Library		
St. Patrick's Day parade		
Graduation		
Building Healthy Friendships/Relationships talk		
Coach hire for GAA team matches		
Purchase of PTA equipment		
General admin		

Total allocated funds € **215.00**

Non-allocated funds € **3,993.05**

Petty cash to hand €78.36

Transactions since last meeting (10th November 2022)