

Parent Teacher Meeting Agenda 12th January 2023

Attendees: Eleni, Julie, Svetlana, Rebecca, Karen, Sandra, Susan, Eleanor, Bláithín.

Apologies: Heidi, Marta.

1. **Previous minutes:** No issues raised from previous minutes.
2. **Treasurer Update:** Julie will forward an update on cash and bank balances. Card machine has proven successful and has been used for collections with no notable issues. PTA insurance has been paid.
3. **Communications update:** Agreed as previously discussed that the Facebook page (Skerries ET Parents Association) will be kept for school related matters and free community events, not for advertising. Potential to step up activities on the Facebook site in the coming year.
4. **Afterschool clubs update**
 - a. **Clubs:** Majority of teachers who led senior clubs last term have indicated that they can lead a club again this term. Clubs will run after midterm from 20th February, Monday-Thursday, 12 children per club. For junior/senior infants, clubs will include Lego, art and ball skills. Another club leader is needed. Susan hopes that if the timetable can be confirmed this week that it can go up for bookings for the next term. Potential for yoga class as well, Eleanor to confirm with Conor if this is ok as facilitator will need to bring a child who isn't a student at the school. General discussion on how best to approach the issue of people taking a space on the online booking system but not subsequently coming to the payment night. Children missed out on places because of this, as well as funds lost. Parents will be reminded of this when the booking goes live for next term. Susan asked if there is a parent's assembly soon, could it be highlighted there as well.
 - b. **Clubs finances update:** €3,680 raised through clubs. Profit of €1,128.01 after expenses of €2,551.99. Current bank balance is €3427.05, current cash balance is €201.20
5. **Fundraisers update:**
 - a. **Valentines bake sale:** Eleanor to confirm if the hall is free on 10th February. 'Love is Love' is the theme. No nuts policy. Rebecca to arrange a roster.
 - b. **Honesty box book sale:** It was suggested to do the book sale around the 2nd/3rd March in line with World Book Day. Regarding book donations, it was agreed to have collections on Fridays only. Heidi to communicate this to parents.
6. **Library roster:** Call went out for volunteers to help on Fridays from 8.30-9.30, 16 volunteers came back to Eleni, so most should only have to volunteer once a month. Julie and Karen can also help as reserves if needed.
7. **Communications of dates for PTA meetings:** Susan requested to have PTA dates sent out with plenty of notice. It was previously agreed that the meeting will be the first Thursday of the month, bar January due to it being the first day back at school as well. It was also suggested to have the date on the PTA Facebook page as well, and on the PTA section of the school website. Heidi to draft content for this.
8. **Any other business**
 - a. Karen reiterated how well received the children's Christmas cards and art were by the 3 nursing homes. Eleanor to send a note of thanks to teachers and classes.
 - b. Its literacy week on the 23rd of January, the school is running a short story competition and request the PTA to judge the entries and provide prizes. 18

classes, each with 1 winner and 4 merits per class (more winners for Seolta and David's class). Possibly certificates for merits, vouchers for the bookshop or The Bubble Room for winners. Judging is 27th January, prizes to be given out at next assembly. Karen to organise judges.

- c. Discussed previous item of allocation of fundraising money. School looking for permanent retractable basketball hoops for the hall which will be a great resource. Currently receiving quotes and will forward invoice to Julie for payment. Also discussed 'Wishlist' items for teachers for resources that could be used for golden time, wet breaks etc rather than standard items. Eleanor following up with teachers and giving a deadline for 10th February- teachers to identify resources and Julie will purchase.

9. **Date for next meeting-** 2nd February.