

ST. PETER'S PARENTS' ASSOCIATION COMMITTEE (PAC) MEETING

MINUTES

12/11/24 8:00-9:30 PM / Hedigans - the Brian Boru, Glasnevin

IN ATTENDANCE:

- Tanya Whelan (TW)
- Laura Kelly (LK)
- Jenny Cox (JC)
- Maeve Bray (MB)
- Katrina Mellett (KM)
- Chris Hapka (CH)
- Lorraine Robson (LR)
- Marie Obradovic (MO)
- Ioana Simina (IS)

APOLOGIES:

- Caoimhe Grant (CG)
- Kathryn Kelly (KK)
- Adrienne Lynch (AL)
- Stacey Lawlor (SL)
- Bernard Duggan (BD)
- Sasikala Rajeev (SR)
- Aisha/Anca Lucac (AL)

AGENDA

Topic discussed	Actions
<p>Welcome and introductions to new members: TW formally welcomed new members to the PAC. Apologies noted.</p> <p>Still some un-represented class groups on PAC. No Teachers' Representative assigned.</p>	<p>Invitations to PAC Whatsapp group to be sent to all new members.</p> <p>Review gaps in class reps and target specific classes for volunteers.</p> <p>Extend invitation to Teachers' Representative.</p>
<p>Corrections to minutes of AGM: None</p>	
<p>Election of Officer roles to PAC:</p> <ul style="list-style-type: none">• Chair: TW and KM (co-chairs)• Secretary: LK• Communications: Joint MB and LR• Treasurer: CH• Sustainability: Joint MB and KK proposed (TBC)• Arts: CG <p>All in attendance agreed by a show of hands.</p>	<p>Roles and responsibilities to be clarified before the next meeting.</p>
<p>Priorities and schedule of activities for 2024</p> <ol style="list-style-type: none">1. Table Quiz PA fundraiser planned for 21st Nov. Spot prizes have been organised (many thanks!). Agreed primarily cashless ticket sales on the night (will link Revolut account for this).2. "Gen Free" Project [voluntary agreement on smart phone/mobile phone use in primary school]. Mr Ryan had contacted PA last year re same.	<p>Another poster reminder to be sent out to parents on 14/11/24. Need to assign roles for the night (entry takings, setting out tables, handing out/collating answer sheets, correcting answers, tally of results).</p> <p>JC to explore further and what it involves. Also need to reach out to other local schools - for discussion at the next meeting.</p>

<p>3. Uniform sustainability initiative & Kids Christmas Jumper Swap</p> <p>4. Bake sale proposed (fundraising event) - Suggested date on a Friday before February mid-term.</p> <p>5. Book Fair: Not discussed.</p> <p>6. Parent coffee mornings: Detailed in school plan. LK has contacted G. Hughes to clarify dates and details – awaiting response. Agreed need advanced notice of events if parent volunteers are required.</p> <p>7. Afterschool activities: All welcomed significant increase in afterschool activities since September. Some barriers remain to working parents utilizing these clubs. PA agreed we would welcome an opportunity to discuss the schedule and offerings further with school management. Overall PA are very happy with progress.</p>	<p>MB to link with G. Hughes to finalize details of dates.</p> <p>MO to lead sub-committee. Will need parent volunteers to support organizing. Suggested that this could coincide with another school event to increase attendance - will explore with school management.</p> <p>To be discussed at the next meeting. Subcommittee to be formed and link with school.</p> <p>Details TBC.</p> <p>TW and KM to request meeting with Mr Ryan to discuss further.</p>
<p>Treasurer: Opening of PA Bank account: Still in process.</p>	<p>CH to contact PTSB for update.</p> <p>To discuss at next meeting: Purpose for funds raised in 2024/25 (discuss with school management).</p>
<p>Schedule and format of PA meetings for 2024: PA meeting to be held every 2nd Tuesday of each month. Alternating business meeting (committee only) and “open” meeting for parents.</p> <p>Agreed to trial virtual meetings for the “open” meetings every second month to increase accessibility to all and improve attendance.</p>	<p>Email notification to be sent 1 week in advance on Aladdin and Zoom meeting link will be sent out to parents to access meeting on request (by contacting PA email).</p>
<p>AOB: Communications:: Agreed need to streamline PA communications and use of official email address. Need to optimise communication channels between parents.</p>	<p>Use PA email address for all official comms going forward. Minimize use of personal emails if possible. PA involvement in setting up or signposting to Class Whatsapp groups to be revisited at next meeting.</p>
<p>Date for next meeting: Tuesday 10th December (on Zoom – link to be sent)</p>	