**Holy Family Community School Parents Council**

**Minutes of Meeting**

**4th February 2019**

**Attendees** Susan Rowe Deborah MacDermott Irina Bereznystska

 Amanda Crone Sara Arienti Collette Goodwin

 Mary Clarke Sinead Ni Alluin Eithne Madden

 Maria Millington Jane Ferrie David Humphreys

 Alma Egonia, Denise O’ Keeffe,

**Apologies** Ingrid Fallon

**Agenda**  - The agenda for the meeting was adopted.

**Minutes** - Minutes of last meeting were agreed and filed (proposed by Amanda Crone, seconded

 by Irina Bereznystska).

**Matters Arising from Minutes**

* Amanda Crone asked if there was any planned update to the schools’ website. Denise O’ Keeffe related that the website would be updated in near future and that Twitter and website would be linked. Parents’ association information has been updated on website to reflect existing officers.
* Denise O’ Keeffe stated that the concrete mixer previously mentioned in last meeting would no longer be required and that parents’ association would not be required to contribute towards this.
* A discussion was held re 1 hour classes and how this would impact on school timetable and on practical classes that would typically have a double class. Denise O’ Keeffe stated that there would be no reduction in overall school hours but that there will be a change in the structure of the school day. There will be no overall loss across the school but at Junior / Senior level some subjects will have less classes per week due to being one hour as opposed to 40 minutes. The overall hours teaching across both levels will remain the same. Some reduction in hours are a result of DOE advice that 400hrs of well-being must be taught at Junior cert. level. These hours must be accommodated and the non-exam subjects such as PE. It was asked if religious education’s hours could be reduced instead but the committee was advised these hours as ring-fenced with trustees of the school. It is planned that well-being could incorporate tutor time and each class will have 20 minutes per week with class tutor. It is hoped that time will be gained as a reduction in school movements between classes as the school day will be reduced to 6 classes with break after every 2 hrs. Denise O’ Keeffe stated that data shows moving to 1 hr classes increases productivity and results. She continued that teaching is changing from rote learning to learning by doing. Therefore 1 hr classes are more suited to that style of teaching. It is hoped that less subjects per day will also result in less books being carried by students. Denise O’ Keeffe stated that practical subjects, such as home economics may be an issue with the 1 hr classes, and this is something that has been reported in other schools. Denise O’ Keeffe also stated that there is 18 new teachers in the school since last September.

**Treasurers Report**

* Colette Goodwin reported that €1,543 had been collected from the bag packing before Christmas. Some of the smaller denominations will have to be lodged in the bank and there is a bank fee associated with lodging coins.
* Susan Rowe asked if the voluntary contributions had increased as a result of using the Easypay system. Denise O’ Keefe to follow up.

**Correspondence**

* Susan Rowe stated that a survey from NPCC on relationship and sexual education had been completed by a number of parents.
* Noel O’ Connell requested a contribution from the parents’ council towards mental health awareness week to be held in March. The money raised goes towards Pieta House and some of the students avail of their services. A contribution of €500 was agreed to go towards T-shirts, wrist bands and a guest speaker. Collette Goodwin to organise transfer of funds.

**Fundraising** *Dunne Stores Bag Packing Fundraiser*

- The committee reviewed the bag packing event and all agreed it was an enjoyable event. It was agreed that the lack of volunteers reduced the possible income return for the event as only half the t ills were covered and not bag packing could be held on Sunday due to lack of volunteers.

- Eithne Madden suggested that Dunnes Stores might be available for Christmas 2019. It was decided that the first weekend in December might result in more volunteers as Christmas has not fully kicked off by then. It was suggested that greater number of older students (under parental supervision only) might be available. It was also suggested that there would be a greater push through the school website for this event shortly after Halloween. It was stated that some parents did not get the leaflet distributed by the school. It was suggested that at the first year meeting that the parent’s association would seek volunteers at that stage. Sara, Eithne and Maria to follow up with Dunnes to see about selecting a date for December 2019.

*Letter to local Businesses (Fundraising Events for 2019)*

* Sinead Ni Alluin presented the committee with a draft letter that could be distributed to local businesses. Sinead supplied the committee with list of businesses in City West, Greenogue and Baldonnell Business Parks.
* Denise O’ Keeffe to show letter to Principal with a view to highlighting certain projects that require financial support. Suggested projects to include updating of IT infrastructure to support the introduction of iPads. ‘Becoming Digital School’ could be used as a slogan and perhaps companies that specialise in IT might be targeted as possible donors. Denise O’ Keeffe to come back with associated costs of same.
* Susan Rowe asked if there was any way to communicate with parents that might have contacts with local businesses. It was suggested that a letter might be forthcoming from the school.
* Collette Goodwin stated that they had used this approach and were successful in a local voluntary organisation that she was involved in.
* It was suggested that each committee member could contact 10-15 businesses with a view to ascertaining a contact name from each business. Deborah Mac Dermott to distribute list of businesses.

*Other suggested fundraising events.*

`- It was suggested that clothing collection could be possible revenue for fundraising.

**Deputy Principal’s**

**Report** - Denise O’ Keeffe presented report on latest school events as per attached file.

**Any other business**

* Denise O’ Keeffe stated that the iPads would be preloaded with all the books required for the options selected by each student.
* It was confirmed that the new school day for the coming school year would have a new start time of 8.45am. There would be a mid-morning break of 15 minutes. Lunch will be 40 minutes. After lunch there will be 2 classes. School will finish at 3.40pm. Wednesday will continue as ½ day as before.
* It was suggested that the school opening time of 8.30am could be reviewed given the earlier starting time.
* Susan Rowe mentioned that at the 5th year parent teacher’s meeting that many teachers had report on hand for student which she felt was a positive move and reduced down meeting time.
* David Humphries suggested that the tea/coffee station could have a donation box for parents’ council.
* Denise O’ Keeffe mentioned that coding class had started at lunchtime in the library.

**Next meeting**  4th March 2019 at 7pm

**Proposed by:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seconded by:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**