**Holy Family Community School Parents Council**

**Minutes of Meeting**

**11th March 2019**

**Attendees** Susan Rowe Deborah MacDermott Irina Bereznystska

Amanda Crone Ingrid Fallon Eithne Madden

Mary Clarke Jane Ferrie Renelle Smout

**Apologies -** Sara Arienti, Collette Goodwin, Sinead Ni Alluin, Maria Millington, Alma Egonia.

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

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

By Mary Clarke).

**Matters Arising from Minutes**

**Treasurers Report**

* None available.
* Susan Rowe noted that a gift vouch for Fr Noel was given on behalf of the parents’ council as a farewell gift. Susan to pass on the receipt for same to Colette.

**Correspondence**

* The PACCS annual conference is to be held on the 6th April, 2019 in Donahies Community School, Dublin, 13. This invite is open all parents. Two representatives from the parents’ council, Amanda Crone and Deborah Mac Dermott agreed to attend.
* PACCS sent out information in relation to ongoing assessment and reporting of the Junior Cycle. Deborah to forward information to parents’ council and to Christy Morrin to put on the parents’ council section of the school website.

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

- Eithne Madden asked which dates in December would be suitable for the bag packing in Dunne Stores for Christmas 2019. It was decided that the weekend of the 13th-15th December should be confirmed with Dunne Stores Citywest by Eithne. It was decided that the parents’ council would look for volunteers at the first year meeting. It was suggested that Ingrid would look at including this fundraiser on the school calendar which could be posted on the school website.

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

* It was reported that Denise O’ Keeffe was working on a draft letter to send out to companies which will be printed with school letterhead when finalised. This letter is to include the upgrading of the library facilities and IT infrastructure to assist in the rollout of iPads for future students.
* The cost of printing and posting letters to the ~ 400 companies was discussed and it was suggested that initially we could look to contact the companies by e-mail and to direct the e-mail towards the appropriate person.
* There was a discussion about how the companies could contact the school, whether this should be done directly to the school or through the parent’s council. Also the mechanism of donation was discussed.
* Jane Ferrie agreed to co-ordinate any update to the list of contact names for the businesses. It was agreed to send out a reminder to all on the committee to see if any additional names could be added within a 1 week period.

**Deputy Principal’s**

**Report**

* Ingrid Fallon presented report on latest school events as per attached file.
* Ingrid reported that there was a slight increase in the voluntary contribution as a result most likely to the roll out of the Easypay system.
* It was reported that 2 more cases of students contracting mumps had been reported to the school.
* The teaching staff are being upskilled in advance of the digital learning platform to be introduced in the new school year. It was noted that significant IT resources needed to be put in place to accommodate the use of iPads i.e. reliable Wifi and signal boosters.
* The school website is being updated. It was suggested that a tutorial for the Easypay system could be included.

**Any other business**

* The new Child Safeguarding Risk Assessment was distributed to the committee for discussion and review.

**Next meeting**  1st April 2019 at 7pm

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