

**GETNS PTA MEETING**

**28<sup>th</sup> June 2016**

**GETNS Staff Room**

**Apologies:** Olive, Terence,

**Present:** Laura, Barbara, Mairead, Carol, Raymond, Cliona (minutes), Hugh (chair)

**Minutes of previous meeting:** Approved

**Banking transfer of named signatories:** not yet completed

**Action Olive, Tony and Cliona:** to meet to complete banking forms

**Opening Facebook page to comments:** discussed. Laura agreed to monitor, committee agreed to open to comments.

**Action Laura:** to open page to comments

**Sharing PTA written documents:**

**Action CG:** to prepare summary for next meeting. Will need to arrange to meet with Tony re financial information in same.

**Communication among PTA:** discussed e-mail working for all members

**Action All:** continue to use for PTA communications

**PTA Constitution:** discussed constitution proposed by Hugh. Agreed that in principal this meets needs of committee.

**Action Cliona:** 1. Amend Social Media Co ordinator to PRO on document circulated by Hugh

2. List for discussion at AGM in Autumn

**Action Hugh:** To send to Laura in August for putting up on Facebook as proposal.

### **Class Rep/ Role of PTA**

Hugh has spoken with volunteers who have previously been involved with Class Rep system. Coffee morning has taken place for anyone interested in becoming a Class Rep. Ann Synott wishes to continue as class rep co-ordinator for the present and to co-ordinate her replacement.

Discussion re role of PTA in coffee mornings and name of same

**Action Ann Synott:** To arrange meeting in new school year and canvas for new Class Rep Co-ordinator

**Action PTA:** Link with Ann late September to confirm whether there is a new Class Rep volunteer. Carol is happy to take this up if it is not possible to find a volunteer from parent body. Discuss roles of Class Reps and Class Rep Co-ordinator with these individuals when new Co-ordinator in place.

**Action:** Continue with coffee morning as previously titled

**Action CG:** List re-branding of PTA for next meeting consider: logo/slogan, photos of members (committee and all parent body), inclusion of PTA title in broader activities, use of noticeboards

### **Sponsored walk**

Hugh stated he had feedback re concern that sponsored walk most suitable for younger children and Barbara stated importance of having theme following through walk. Raymond has copies of sponsorship forms from last year.

**Action Barbara & Carol:** To co-ordinate sponsored walk

### **Key Holders**

**Action:** Carol agreed to be key holder

### **Survey of Parents**

Discussion re use of survey monkey to increase parent participation in broader PTA. This is in context of general need to develop understanding of PTA as being formed by all parents of children in the school.

**Actions:** Two documents to be produced 1. We are the PTA committee (Carol has sheets done out from PTA welcome pack) 2. Survey plan disseminate through Newsletter and Facebook page.

### **PTA Work**

Discussion re how to enhance role and work of PTA. Noticeboards: Hugh suggested project to identify who makes up broad school community: ideas included where families are from, where they live

CG suggested photos of committee together with broader parents

**Action Laura:** To link with Raymond to gain editing rights for parent section of school website.

**Action Laura:** To link with Terence re co-ordinating photos

### **Summer Activities**

**Action: Laura & Carol to co-ordinate park meet in late summer**

### **A.O.B.**

### **After School Activities:**

Carol proposed baking and Brick club. Raymond reports teachers have volunteered to offer art (Louise and Niamh) and mindfulness (Imelda) . Raymond confirmed that aim of after school activities is to provide a taster for children for activities. The school does not have the caretaking and staffing capacity to facilitate ongoing programme of activities.

**Action Raymond:** Check vetting for above activity teachers

**Action Carol, Barbara & Raymond:** To meet to plan after school activity programme

### **Christmas Card Fundraiser**

Hugh reports that he has received correspondence re Christmas card project as fundraiser

**Action CG:** List for discussion next meeting

### **Next Meeting Date:**

**Wednesday 14<sup>th</sup> September 2016 7.30**