**Scoil Ghormáin Naofa, Castletown**

**14th October 2021**

**Parents Association Meeting**

**Minutes**

* Chairperson Caroline Dixon opened the meeting by welcoming everyone.
* Caroline invited everyone to introduce themselves to the group.

New Committee

* The new committee members were introduced:

Chairperson - Caroline Dixon

Treasurer - Fiona Kelly

Secretary - Siobhán Carley

* Caroline explained how we would like the above roles to be shared.
* ACTION - if anyone is Interested In taking on one of the above roles on a shared basis, please email the Parents Association.
* Training for the aforementioned roles will be provided by the NPA at a special discounted cost of €82.50.
* ACTION - proceed with the training whilst remaining mindful of money spent this academic year.
* Caroline made everyone aware that the minutes from the last meeting (June 2021) are on the school website.

Uniforms

* Eilis explained the uniform sales system to new parents, highlighting that this is a fundraiser account.
* Current balance approx. €6000 in the uniform account.
* Uniforms increased in price from stockists this year, therefore tighter margins.
* Should the current system for uniform sales remain in place or should we look into online payments?
* Should the style of the school uniform be revised?
* ACTION 1 - Conduct a survey among parents.
* ACTION 2 - Make both new and existing parents aware that the school uniform sales is a fundraiser for the school.
* Whilst agreeing with the above actions, Ms. Russell also stressed the importance of parents having the alternative option of buying generic uniforms from department stores.

Treasurer

* Caroline has handed over all relevant documents, audits and books to new Treasurer, Fiona Kelly.
* The school needs a new bank as Ulster Bank, Gorey is closing.
* ACTION - Fiona will look into best rates available re fees before the next meeting.
* Current balance is €1549.

Fundraising

* A meeting scheduled soon to discuss fundraising.
* A clear plan and structure is needed for school fundraising going forward.
* Short, medium and long term goals will be identified at this meeting, specifying and prioritising fundraising projects.
* ACTION - clarify precedent.
* School IT equipment could be a possible project to lead with.

PA Communication

* In order to reach as many parents as possible, it was suggested that WhatsApp is not the best form of communication.
* ACTION 1 - disband the current WhatsApp group.
* ACTION 2 - create a mailing list for all parents.
* ACTION 3 - continue to use Dojo as a form of communication.
* ACTION 4 - continue to use school website as a form of communication.

AOB

* Ms. Russell paid respect to Joe O Shaughnessy who passed away recently and acknowledged his support over the years to the school. RIP.

Next Meeting

* Thursday, 16th December 2021. 8pm.