



TEMPLE  
CARRIG  
SCHOOL

## Parent Teacher Association 10th October 2017 - Minutes

Committee: Elaine O'Brien, Ken Kennedy, Brenda McParland, Grainne Coleman, Caroline Galligan, Eoin Condon, Lianne Connolly, Pauline Dallaghan, Robert Downey, Fionnuala O'Hara, Eilish Dempsey, Louise Gaskin, Mark Lloyd, Alan Cox, Catherine Young, John McGuinness, Rose Dillon, Amber Craughwell and Liza Hynes.

1. Welcome

EOB welcomed everyone to the meeting, explaining that Ken Kennedy and Valerie Hill were attending the meeting to complete their handovers of their positions as Chairperson and Secretary. Each person at the meeting introduced themselves and mentioned which house their child/ren are in.

Name	Role	House & Year/s of Child/ren	Initials
Elaine O'Brien	Chairperson	Altidore 2	EOB
Brenda McParland	Vice-Chairperson	Kilruddery 2	BMcP
Lianne Connolly	Secretary	Tinakilly 1 & 4	LC
Catherine Young	Treasurer		CY
Grainne Coleman	Compass Representative	Powerscourt 2	GC
Caroline Galligan	PR & Newsletter	Altidore 2, Tinakilly 2	CG
Eoin Condon	Fundraising Committee	Tinakilly 2 & 4	EC
Fionnuala O'Hara	Fundraising Committee	Powerscourt 1 & 2	FOH
Louise Gaskin	Fundraising Committee	Powerscourt 1 & 4	LG
Ken Kennedy	Committee	Avondale 3 & 4	KK
Alan Cox	Principal		ACox
Pauline Dallaghan	Committee	Avondale 2 & 4	PD
Robert Downey	Committee	Avondale 1	RD
Eilish Dempsey	Committee	Tinakilly 3	ED
Mark Lloyd	Committee	Powerscourt 1 & 3	ML
John McGuinness	Teacher Representative		JMG
Rose Dillon	Teacher Representative		RDL
Amber Craughwell	Board of Management Representative	Bellevue 1 & 4	ACra
Liza Hynes	Board of Management Representative	Kilruddery 1 & 4	LH

2. Apologies: Grainne Coleman, Robert Downey, Eilish Dempsey, Caroline Galligan, Brenda McParland and Amber Craughwell.
3. Order and Co-Ordination of Business.

The meetings will be held approximately every month. There will be an agenda issued one week before the meeting, and please reply to the meeting invitation. Any other business should be raised where possible before the meeting so this can be added to the agenda. All minutes and action points will be issued within one week of meeting. Also all Committee members were asked to complete a Garda Vetting form, which they can get from Catherine, and any parents wishing to volunteer their help during the year should also be garda vetted, this should be included in the next PTA newsletter with a date for completed forms to be returned - mid November.
4. Following officers were appointed:
  - Chairperson: Elaine O' Brien
  - Vice-Chair: Brenda McParland
  - Secretary: Lianne Connolly
  - Fundraising Committee: Eoin Condon, Fionnuala O' Hara and Louise Gaskin
  - Treasurer: Catherine Young
  - Compass Rep: Grainne Coleman
  - PR Newsletter: Caroline Galligan
  - Others: to be appointed as sub-committees set up
5. The AGM minutes will be issued to the Committee and also they will be put on the school website, and a link will be included on the next PTA Newsletter.
6. Correspondence:

It was agreed that the PTA will issue a monthly newsletter which will include a section 'School News' from ACox. Susan Andrews will be responsible for any links required on website, and it was suggested that an archive section be set up to allow access to old newsletters on the PTA section of the website. EOB will be responsible for final sign off of these newsletters. The PTA considered the possibility of printing a hard copy of the newsletter.

The Chairperson reiterated the correct lines of communication for issues that parents would like addressed by the PTA, namely to email the PTA mailbox. For other issues parents are welcomed to contact the school via an email to the office, the teachers or if necessary the principal.

The PTA agreed that not everyone is aware of the Twitter feed, and that parents should be encouraged, on the PTA newsletter, to check it out. Also parents should be asked if they wish for anyone else to receive the Newsletter from the PTA, e.g. another parent not on the mailing list.
7. Financial Report:

Nothing to report.
8. Principal's Report/Feedback:

The Principal said the term is going very well. The junior certificate is going through a transformation, and he asked the PTA for feedback as to the best way to explain to parents the changes to the current structure. There will be a teacher training day on Thursday 12th October and at the next PTA meeting this will be discussed further. The leaving certificate structure will remain the same.

9. Board of Management Report:

The BOM are eager to work in harmony with the PTA, especially in the area of Fundraising. The current suggestion is that some members of the BOM work with the Fundraising Committee members from the PTA. There will be more details after the next POM meeting, and this will be discussed further at the next PTA meeting. It was noted by the BOM that communication from the Principal needs to be improved, and at the PTA meeting it was agreed that the 'School News' section of the PTA Newsletter will help to address this.

10. PTA Programme of Activities for 2017/2018

10.1. Building Community

EOB encouraged the meeting to come up with ideas to bring the TCG community together, which will be discussed at the next meeting. It was noted that the Family Fair was a lovely event to bring the community together, but as the students get older they should be encouraged to have their say e.g. inviting the student council to come up with ideas.

10.2. Supporting Parents

EOB asked the Committee to talk to parents in the school to see if there are any talks that could be arranged by the PTA to support parents.

10.3. Fundraising Initiatives

All committee members were asked to think of ideas, and timing of these events for the next meeting. It was also suggested that there could be smaller fundraising events planned to collect money for something in particular.

10.4. Policy Review

ACox will forward policies for review during the year. The Student Council may also forward policies for the PTA to review.

11. Policy Review - as above.

12. Any Other Business:

12.1. PTA Contact details and personal information

Contact details were collected from the PTA Committee.

12.2. GDPR (General Data Protection Regulation) Process and Procedures

In the future there will be a policy for the PTA Committee holding members' contact details, what it is being used for and how this is being protected. This is a policy which will have to be put in place in the future.

12.3. Progressing of Orthodontist Gum Shield Initiative

A date will be finalised by the next meeting. Once finalised this will be included in the next PTA Newsletter.

12.4. Issuing and Promotion of RSA Safety Gear

Ideas welcome as to how we can encourage students to wear high visibility gear, this will be issued after the Halloween break.

12.5. Acknowledgements

EOB expressed thanks to the outgoing PTA Committee for all their input, Ken

Kennedy, Valerie Hill, Sarah Kernaghan, Roisin O'Connell, Susan Andrews and Anna Murphy.

12.6. Halloween Disco

Fr. John is helping a group of parents to set up a Youth Club, starting off with a Halloween Disco on 28th October from 8.30-10.30pm in Kilian house Family Centre. ACox agreed that it is a great idea, and welcomed flyers being given out in school.

12.7.

KK asked what is the procedure for organising Debs, and in other schools the students in 5th year set up a Debs Committee to organise this, and the students in TCG will do this also.

13. Date of Next Meeting: Monday 13th November 2017 at 7.30pm (tea/coffee available from 7pm in the staff canteen)