



St Joseph's Primary Parent Council



Held at St Joseph's Primary School

Minutes of Parent Council Meeting 17th September 2019

Attendees

Parents: Andrew Mackie (Chairman), Louise McKean (Vice Chair), Ian Anderson (Treasurer), Ann Boyle (Social Convener), Katrina Adams (Uniform Rep), Jackie McHendry (Vice Treasurer), Mo Wright, Stacey Hogg, Alison Whitehead, Marie Rankin, Christine Lau, Sharon Constable, Maria Fagan, Kirsty McDiarmid, Caroline Gray, Paul Maher, Catherine Duffy

St Joseph's School Representatives: Suzanne Martin (Head Teacher), Clionagh Leddy (Principal Teacher), Jennifer Wright (Principal Teacher), Sian Lowrie (NQT), Mrs Wynne (Deputy Head Teacher)

Apologies: Daniel McKendry, Trish Gordon, Sam McConnell

Opening Prayer – Louise McKean

Minutes of previous meeting – were circulated and approved.

AGM ITEMS

PC ratified AGM minutes from 2018

SELECTION OF NEW PC OFFICE BEARERS – Chaired by Head Teacher

Chair (Andrew Mackie), Vice-Chair (Louise McKean) and Secretary (Maureen Harcombe) all resigning as office bearers

Ann Boyle confirmed as Social Convener

Stacey Hogg confirmed as Vice Social Convener

Katrina Adams continue as Uniform Rep

Jackie McKendry as Treasurer

Ian Anderson now Vice-Treasurer

Sharon Constable volunteered as vice-chair

Could be a rota of chair and vice-chair

Interim Chair Andrew Mackie to work with Sharon Constable to spend time to bring up to speed

Katrina Adams happy to be Secretary if Jackie McHendry takes minutes

Approval of accounts and appointment of auditor

CHAIRPERSON'S REPORT

Sub-Committees

We made a push to get the parent body involved and increase those volunteering, with mixed results as noted below. Going to be anti-bullying sub-committee.

Digital Literacy

Lorraine (Heads up a digital team at SDS) and Ciaran Roarty

They have yet to be utilised due to a lack of staffing allowing people out of class time to get things moving

Fundraising (Fabric)

Paul Maher and Julie Flaherty

Paul has reviewed a number of funds (currently reviewing 9) to apply to however we require 3 quotes from council approved contractors for the proposed Trim Trail at the top area of the school. This has been passed to the Fabric Committee (Siobhan Anderson, Caroline Gray and Trish Gordon).

Library

Julie Hislops, Jina Patel. Also not utilised as yet due to building works/lack of staff. Mrs. Leddy confirmed we can't bar code books yet. Don't have a system in place yet so can't uptake on volunteers.

So what else were we up to?.....

- We have moved the meetings to the school to try and increase involvement. We asked at the last meeting if the PC could be allocated a separate email address in order to differentiate the messages from the PC from that of the school. ERC been asked to provide PC with separate email address. Mrs M to chase up.
- We have created a Twitter account but has yet it has not been used as it was considered that there were other items which were higher up the priority list.
- We have made a tacit decision to move away from the parent council moniker the rationale being it may be viewed as a potential barrier to new members as a result we have a "Friends of St. Josephs" title and have created an email address. The email, I think stands, how we take the title forward is a work in progress.
- Newsletter – It has been further decided to include more into the newsletter, including links to relevant topics that come up at meetings the plan is to get one out when dates for the meetings have been decided. Newsletter done by Sam McConnell and Sue Faulkner
- Dates – It was decided that we should have meetings not solely on a Tuesday with a Thursday being the most popular on the parent survey undertaken in July. Dates had been submitted however the school has a preference for a Tuesday to ensure that parents don't get confused and for staff availability. Mrs Martin will check Thursdays in calendar as to whether PC meeting could be set then.

- Class Representatives – The concept of class reps. Was discussed and taken forward from the questionnaire we put out, 33 people thought it was a good idea and several were willing to participate we have the details of 5 but would recommend that we send out an email to capture the details of the others. Need to understand what the role is. Could we do a year rep rather than a class rep.
Sharon Constable volunteered to be the Class Rep Coordinator and Stacey Hogg to assist. Need to agree terms of reference. Needs to be clear that it's not a forum for being overly critical of school and teachers. Mrs Wynne advise to encourage parents not to wait until parent council meetings to approach with any issues.
- Minutes – It has been decided that minutes will be distributed to the parent body within a fortnight of the PC meeting in a bid to keep up a critical awareness of the PC itself.
- We put out a parental questionnaire there were 41 respondents we had hoped for more and effectively re-issued it in August but as we discovered this month there were no further participants.
- It had been planned that we would present the results of the survey here tonight and Jackie had prepared a presentation however Suzanne has requested that we hold this and she will liaise initially with the chair (whomsoever that will be) regarding it.

In terms of what is planned for the coming year, this was to be informed in part from the survey as originally discussed two meetings ago, again it will now be up to others to take any agenda forward.

Treasurers Report

£1,400 profit for the year

Ladies night and discos very successful

Summer Fayre raised a significant sum

Spent sums on buses, playground equipment and cost of school day.

£8,800 cash in bank

Social Committee Report – Anne Boyle

Successful year details of events handed out at meeting with accounts

Minutes Recorded by L McKean