

**1. Introductions/ Committee Member Appointments**

Gary Harte was nominated as Chairperson by Aoife O Herlihy, and seconded by James Mc Keon.

Jill Foley was nominated as Secretary by Camila Jakubowska-Switaj , and seconded by Aoife O Herlihy.

Reena Mc Carthy was confirmed as Treasurer after her nomination at the last Parents Association meeting.

All were welcomed as new committee members, by outgoing Chairperson, Louise Crowley

**2. In attendance**

Aoife O Herlihy	Rosaleen Fitzgerald
Camila Jakubowska-Switaj	James Mc Keon
Reena Mc Carthy	Susan O Shea
Mary O Connor	Helen Walsh
Louise Crowley	Prince Omyekia
Susan Curran	Sarah Cooper
Gary Harte	Jill Foley

**3. Apologies**

Donal Murray  
Sharon O Neill  
Elaine Hatton  
Gemma Lyons

**4. Agenda**

- Bag packing event confirmed for 2 dates –

Saturday April 29<sup>th</sup> 10am-6pm in Dunnes Stores, Curraheen Rd, Bishopstown

Friday, May 12<sup>th</sup> 6pm-10pm and Saturday May 13<sup>th</sup> all day, in Dunnes Stores, Bishopstown Court

The Communion Day date needs to be confirmed with Brian Cuthbert to avoid a possible clash of dates for the May bag packing event.

He will be asked to send emails to all parents in the 2 week period leading up to both events, requesting volunteers to “man” the tills. 2 people for each time slot will be required for the April bag pack while 5-6 people for each time slot will be required for the May bag pack as Bandon Road store has more tills available.

Elaine Hatton will take charge of the event and is the point of contact for Volunteer parents. Gary Harte will contact Elaine directly re same.

- Clothing Recycling Event has been confirmed as going ahead on February 14-15<sup>th</sup>. Brian Cuthbert will be asked to send out email to notify parents of this event in the coming days, and perhaps a text alert could be sent out on February 10<sup>th</sup> as a gently reminder?

Donal Murray will take charge of this event and Gary will contact Donal directly re same.

- Book swap is provisionally planned for Saturday March 11<sup>th</sup> in Bishopstown GAA Club (subject to Brian Cuthbert confirming the date for the Confirmation). Brochures have already been organised with Pat Collins who just requires the actual date of the event to proceed with printing. Louise Crowley will take charge of this event and will liaise with Pat re same. Again we will ask Brian to send out email to all parents outlining the event and request parents to volunteer on the day. Will require 2 leaders and 7-8 parent volunteers. Louise advised that there are already a couple of boxes of books in the school from last year’s event leftovers.

- Confirmation and Communion

Dates for both occasions need to be confirmed by Brian Cuthbert. Mary O Connor advised that all 6<sup>th</sup> class boys have been fitted for their jackets and 8 new jackets have been ordered.

Rosaleen Fitzgerald will take charge of the party in the hall after both ceremonies. Once again volunteers will be required – approx. 12-14. In previous years, the class reps from 1<sup>st</sup> and 5<sup>th</sup> class requested assistance from the parents of those classes as they will reap the benefits the following year when their own child is making communion/confirmation.

Mary O Connor proposed that €500 cheque be given to Rosaleen to pay for supplies for both events and Aoife O Sullivan seconded it. Susan O Shea furnished the cheque to Rosaleen at the end of the meeting.

It was agreed that €50 would be given to Declan (caretaker) in appreciation of him preparing the hall for both occasions.

- It was suggested that some classes do not have class representatives so Louise Crowley will identify any gaps and forward it to Gary Harte.

#### **5. AOB**

- Gary Harte suggested that as a standing item at each meeting, the Treasurer will provide a report of Income and Expenditure for each month.
- Gary Harte suggested that a Bingo or Quiz night in Bishopstown GAA Club could be considered as a fund raiser in May/June. This will be discussed further at the next meeting.
- Gary Harte volunteered to give a talk to all parents on Internet Security. This will be discussed further at the next meeting.
- Susan O Shea proposed that Sarah Cooper would be appointed as National Parent Council Representative for the school. This was seconded by Gary Harte. Sarah will get the necessary paperwork from school secretary, Paula in relation to same. She will also consider what talks/meetings are planned by the NPC over the next months.
- Louise Crowley confirmed that she would pass on Parent Association email and pass word details to new Chairperson Gary Harte.
- Jill Foley agreed to take charge of obtaining keys to school from Paula, on the day of meetings and returning same the following day.
- The next meeting is scheduled for Tuesday February 28<sup>th</sup> @ 8pm.