**2020 AGM Parents’ Association Annual Report**

Dear Parent(s)/Guardian(s),

As outlined in the earlier communication of October 07th ‘Notice of 2020 Annual General Meeting’, it was communicated that this year’s AGM would take the format of a paper report.

This report therefore outlines the past school year 2019-2020 Parents’ Association (PA) events, activities and learnings.

→ Please refer to **Appendix A** for October 2019 AGM minutes, which have been proposed by Carmel Falahee and seconded by Catherine Troy. The minutes did not include the nomination of Clare Crowley as Vice Chairperson since this position was taken up after the minutes had been prepared.

In addition, this same report includes the principal’s address as follows:

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| Dear Parent(s)/ Guardian(s),  A warm welcome to our new and current families. The Parents' Association is an integral part of our school community. They make a huge contribution to the fabric of our school and we look forward to working together for the year ahead.  Le meas  Fiona Motherway  Acting Principal |

As set out in the **Constitution Of The Parent Association Of Ballintotas National School,**

“The purpose of the Parent Association is to provide a structure through which the Parents / guardians of children attending Ballintotas National School can work together for the   
best possible education for their children. The Parent Association will work with the Principal, staff and Board of Management to build effective partnership between home and school.”

Earlier this year, the current PA committee members met with a representative of the National Parent Council (NPC - the representative organisation for parents of children in primary and early education) to understand, and ensure compliance with the guidelines as set out by the NPC. Based on learnings from the NPC, the **Constitution** was prepared and then passed at an EGM held on 10th March 2020.

A communication was issued to all families prior to the EGM regarding the content of the Constitution. Included in this communication, was:

1. an outline of how the PA committee wishes to minimise time impact upon families by reducing the monthly meetings to term meetings, while the PA committee will continue to meet monthly to close out on any action items, and
2. an outline of how best to streamline communications to parents.

Aladdin will be the main portal for issuing communications/newsletters, and WhatsApp will be used by the class representatives to circulate messages to their respective class on behalf of the PA committee. A suggestion box has also been implemented (The main post box at the entrance gate)

To fulfil the main objectives of the PA, the PA committee members also meet with the school management as necessary to discuss issues of concern or topics of interest.

Although it was a short year due to school closure in March, the PA had a highly engaging and successful 2019-2020 school year.

Key Fundraisers included:

* Caca Milis Friday
* Christmas Carol singing Market Green
* Christmas cards; with thanks to Carmel Falahee for organising
* Christmas raffle; with thanks for all the generous donations
* Supervalu door collection
* Non uniform Day

The funds raised were allocated towards the following for the children, the school and charity

* Sports equipment, new PA system and Aisteár equipment
* Lego workshop
* Christmas party packs & Santa Visit
* Christmas tree and flower pots
* Part funding of the summer school sports kit
* Donation to Midleton Meals on Wheels
* Annual Insurance & NPC (National Parents Council) membership
* The annual book fair to support the school with the purchasing of books; with thanks to Catherine Troy for organising
* Maxi Zoo paid a visit to the children and spoke on how to care for our pets. The rabbit was a big hit with all the children!

Please refer to **Appendix B**, for details of the Treasurers Report that includes a detailed account of the income and expenditure.

A PA Summer Newsletter was issued to all families in June. This letter gave the PA committee an opportunity to close out on the school year and to give a brief summary of the years‘ accomplishments as listed above.

Without the help and contributions from families, none of this would have been possible. Therefore, it goes without saying that the combined efforts from all families allow the PA to be a continued success and benefit to our children.

We would therefore like to extend a big thank you to all who have helped out throughout the year by supporting our fundraisers, lending a hand during events and giving your time in other ways behind the scenes. Thank you to all the class representative parents who ensured that the parents of all classes were kept informed throughout the year. Thank you to the Board of Management, our Principal Áine Barry, acting principal Fiona Motherway, and secretary Áine Wimpenny for their support to the committee throughout the year. A big thank you also to all of the teachers and teaching support assistants on behalf of the Parents’ Association.

In order to continue the school and student focus, and for the purpose of electing the PA committee for the 2020-2021 academic year, the current committee members have agreed to retain their positions:

Chairperson Trudie O’Doherty

Secretary Laoise O’Riordan

Treasurer Carol Quinn

Vice Chairperson Clare Crowley

With the above positions nominated by Áine Wimpenny and seconded by Aoife O’Sullivan

Joining the current committee is Trish Daly as assistant Chair whom will take up the position of Chairperson next year – nominated by Rena O’Driscoll and seconded by Clare Crowley. We would like to welcome Trish on board, as she will bring great value to the PA committee with her past PA experience.

In conclusion, we look forward to the continued efforts and future success of Ballintotas NS PA to enhance the school and learning experience for our children, and to benefit the school and our community.

We would encourage everyone to get involved - whether it be to join the committee, become a class representative, volunteer your skills, support fundraisers or simply to help out on events.

As always please take the opportunity to contact a member of the PA committee directly and/or post your suggestions in the post box at the entrance gate to further enhance the workings of the PA.

Thankyou,

Yours Sincerely

Ballintotas NS PA Committee

**Appendix A**

**Minutes of Parents’ Association AGM held on Wednesday 9th October 2019**

In Attendance: Aoife O`Sullivan, Gary Crowley, Mary Jane Rigney , Rena O`Driscoll, Marion Harrington, Aine Barry, Yvonne Kennedy, Colm Quinn, Aine Wimpenny, Pat Rigney, Trudie O`Doherty, Noreen Cashman, Caitriona Carroll, Amy Harty, Claire Sheehan, Alan Fitzgerald, Carmel Fahalee, Laoise O`Riordan and Marguerite Mc Sweeney,

Apologies: Eucharia Cashman, Miriam Troy, Catherine Troy, Noreen Cotter, Chris Cott, Michelle Cullinane, Agnes Hayes, Claire Kelleher and Margo Kelly.

1. Chairpersons Address: Aoife O`Sullivan opened the meeting by welcoming everyone to Ballintotas National School Parents’ Association AGM 2019. Aoife thanked everyone for attending and contributing to the PA meetings throughout the last year. She also thanked Gary Crowley (Vice Chair), Mary Jane Rigney (Treasurer) and Rena O`Driscoll (Secretary) for all their support and hard work.

Aoife listed some fundraising efforts and activities that were undertaken by the Parents’ Association for academic year 2018/19;

October – May: Caca Millis –a weekly activity facilitated by one parent from each class. Each week a child bakes for the class and each child pays €2 per cake, capped at €4 per family.

October: A Cake Sale and Coffee Morning were held in the Community Hall after mass.

November: The Book fair was organised by Catherine Troy and held over two days in the Community Hall. 50% of sales was invested in books for the school.

December: Christmas carol singing took place in Market Green for two hours on a Sunday morning. Trudie O`Doherty organised the permission and the Parents’ Association bought hot chocolate for all pupils who sang. A Christmas cards fundraiser was run by Carmel Fahalee where personalised cards were prepared by each child and parents purchased packs. A calendar fundraiser was also held in December where all children were photographed together based on the month of their birthday. Excellent drone footage of the school captured for the calendar with thanks to Gary Crowley. The annual Christmas party took place with Santa visiting to the school. The Parents’ Association organised this and each child got a selection box.

March: A Coffee morning and cake sale took place in the Community Hall. This raised enough funds to purchase a defibrillator for the school. All who were involved were thanked for making this event such a success.

April: Two pull up posters using drone footage of the school were purchased and Gary Crowley was thanked for all his work on the posters. Hopefully these will help to promote and create awareness of school in future marketing efforts. Gary Crowley also arranged a visit from AbbVie to the school consisting of a STEM activity day for 5th to 6th class. Each pupil in the school got an AbbVie goodie bag. This was a fantastic collaboration between industry and the school.

June: A Junior infants induction coffee morning was hosted in the school for incoming parents and the annual Sports Day was organised and run by parents. All pupils were given ice creams and cordial after and a wonderful day was had by all.

June & August: Book rental was rolled out again this year with parents paying for school books in June and receiving them in September. Aoife thanked all the volunteers who sorted the old books in June and arranging the new bundles in August

Ongoing: Subsidised buses for Sciath na Scoil; cross country championships; Zumba dance classes; swim lessons and Zeko internet safety course.

Aoife thanked all the parents for helping us to do all of the above activities.

Thanks were offered to a parent in the school who purchased the defibrillator for the school through work at a very reasonable price. It`s hoped that an external cabinet will be fixed to the exterior wall of the school in the coming weeks.

2. Minutes of Last Meeting and Matters Arising:

The minutes were read and passed, proposed by Trudie O`Doherty and seconded by Pat Rigney. In regards to matters arising, Aoife pointed out that Gary Crowley offered to take the position as Vice Chairperson in the days after the meeting so his name does not appear in the minutes for that reason.

3. Treasurers Report: The accounts for the year 2018/19 were presented by the treasurer. The accounts showed an opening balance of €294.48 and a closing balance of €723.67, with a total income of €6,738.80 and expenditure of €6,015.13. Caca Milis was once again the largest contributor raising €3,242.73 and €3,400 was transferred to the school.

4. Principals Report: Aine Barry thanked the PA committee on the trojan work they have done over the past year. She spoke about the new build and although the exact figure of how much money will be need for this isn`t clear yet major fundraising will be required. She plans to meet with the New Build Sub Committee soon. She thanked Ray Fitzgerald and Carmel Falahee for representing the parents on the School Board of Management. It was decided by all that the Caca Milis be run for another year.

5. New Build Sub Committee Report: Pat Rigney spoke on this matter. He explained that permission is being sought for a fourth classroom but access is proving problematic. It`s possible that work will not start until Summer 2020. He voiced his concerns over extra costs that may be incurred while building will be in progress. Pat will report any updates at the next PA meeting.

6. Election of Officers:

The following committee was elected;

Chairperson – Trudie O`Doherty - Proposed by Pat Rigney and Seconded by Alan Fitzgerald.

Treasurer – Carol Quinn - Proposed by Colm Quinn and Seconded by Alan Fitzgerald.

Secretary – Laoise O`Riordan - Proposed by Trudie O`Doherty and Seconded by Marion Harrington.

7. A.O.B.:

No matters discussed.

**Appendix B**

**Treasurer’s Report**

**Ballintotas National School Parents Association**

**Balance as of 31st August 2020**

**€ €**

**Balance B/Forward from September 2019 723.67**

**\*\*\*\*\*\*\*\*\*\*\* REDACTED\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Total Income 5,952.25**

**\*\*\*\*\*\*\*\*\*\*\* REDACTED\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Total Expenditure 4,482.97**

**Balance C/Forward at September 2020 2,192.95**

***Notes:***

Provision for Summer Kit contribution for 2021 1,540.00

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