

# North Bay National School Project Patron



## Patron Committee Meeting

19th Sept. 2011

**Minutes** of the previous meetings were read and approved.

**Matters arising:** Update on School Planner – as the BoM have not decided on some of the dates, the printing of the planner has been deferred temporarily and the Chairperson of the BoM has been asked by the Patron to inform us of firm dates a.s.a.p. The BoM are meeting on Oct. 3rd and it is hoped that they will confirm the relevant dates at that meeting and revert to us.

### New members:

New member, Jonathan Dempsey, was welcomed and signed the confidentiality agreement.

### Treasurer's Report:

Treasurer presented current bank accounts.

It was unanimously decided to transfer the requested funds to the BoM as soon as the final two figures, for Growing up Day and Midsummers Day, and all supporting documentation have been received.

This will bring transfers from the Fundraising Fund to the BOM up to date for 2011 and the next transfer will be due October 2012.

The standing orders and Tax Return Forms were discussed.

### Sundry Items:

1. During the Summer Fair in June, a donated toy from the after school club was sold by accident. A letter is to be drafted in reply to Joan stating that she will receive a replacement toy.
2. Roddy Doyle very generously donated a self published copy of the Commitments to the school: The possibility of selling it to a dealer in Ireland is to be investigated as well as the possibility of selling it online, and a report to be given at our next meeting.
3. Donna Reddy volunteered to take over the updating of the Patron section on the school website. It was agreed that we would publish the agreed report each month on the website. The possibility of also publishing the Treasurer's Report was discussed. The Treasurer is to revert with a suitable format.
4. Letter to new parents: it was proposed and agreed that a letter be issued to the new families to welcome them, reiterate the role of the Patron and stress the importance of joining the Patron membership. Membership forms will be sent with the letters.
5. A condolence card is to be sent to Kathleen Barton on the very sad death of John. Kathleen and John's four children all attended North Bay and Kathleen served as Treasurer on the Patron Committee until last June.

### Fundraising:

The following events were agreed and arrangements put in place:

- **Pub Quiz** – Friday Oct 14th. In Bayside Inn. A special prize which will be attractive to the children will be put on display prior to the quiz. Each child will be given a free raffle ticket to bring home which will then be entered if the parent attends the quiz. It was also agreed to give a donation from the takings to the E.T. National Fundraising Day.
- **Class Calendars** – Photos have to be taken of each class and calendars have to be printed. Una Tierney has kindly arranged for the photos in previous years. We still have Christmas cards from previous years which will be batched up for sale with the calendars and at the Winter Fair. It was suggested that the school could provide an e-card design for the parents and they would make a donation to the school as we are a registered charity.
- **Winter Fair** – Sunday 4th. Dec. – 12.30–4.00. A sub-committee will be formed to arrange the Winter Fair. Patron classroom reps will approach parents in their respective classrooms with a view to getting a firm commitment to help on the day from at least six parents.

**Parking:**

Many parents have expressed their concerns about the chaotic parking outside the school. The BoM usually issues a letter at the beginning of the school year and it is hoped that a strongly worded letter will discourage those guilty of inconsiderate and dangerous parking, for the sake of the children.

**Board of Management election :**

The DoES has instructed schools not to proceed with any action until they issue a circular with new guidelines. The Patron will liaise with the current BoM when guidelines available.

**PTA Report:**

Lorraine Keogh represented the Patron and the PTA queried when the matters which arose at the AGM would be addressed.

**Curam Facilitation :**

The Patron voted unanimously to adopt and proceed with the proposed Curam facilitation process and this will be communicated to Curam, the BoM and the school community. This process will inform how matters arising from the AGM will be resolved.

**Garda Vetting Policy:**

This policy was adopted prior to the end of the last school year. It is important that the parents of the 1st Class children be approached to volunteer to be vetted as proposed by the Principal as the vetting process is currently taking at least four months. There are also other parents who need to be vetted for school events.