# Windmill Integrated Primary School Parent Council

# Meeting

21/3/18

1. Roll call

Roisin McKernan conducted a roll call. The following persons were present:

Estelle Hamill (chairperson)

Jill Scullion (Vice Chairperson)

Rachel McKernan

Roisin McKernan

Hannah McCann

Dervla Weir

1. Approval of minutes from last meeting

Roisin McKernan distributed minutes of last meeting. Dervla Weir approved them and Roisin McKernan seconded them.

Open issues

* 1. Parent Council structure/renaming - A discussion took place regarding the naming and possible structure of the Parent Council. It was felt that staff of the school should be invited and encouraged to attend and participate in each meeting. It was felt that in doing so, communication between parents and staff would likely improve, and all issues brought forward by both parents and staff can be discussed in a positive, open forum. Consequently, it was felt that ‘Parent Council’ is an inappropriate name and that ‘Parent Teacher Association’ is more suitable. Dervla agreed to discuss this proposal with Sandra Ferguson (Principal) and preferably with all staff at a general staff meeting.
	2. School website – it was agreed that all ‘dates for the diary’ including May Day walk, School Fete etc. are posted on the school website, along with minutes of any Parent Council/PTA meetings.
1. New business
	1. Discussion took place re legally formalising the Parent Council /PTA as a registered charity with its own constitution and bank account. It was felt that it is likely that the former ‘Family and Friends’ status needs to be formally closed down, along with its constitution before another can be set up. Jill agreed to contact the Charities Commission to establish the facts surrounding this, and to help plan for a way forward. To be discussed at next meeting.
	2. A copy of the ‘Parent Council’ accounts were issued and discussed.
	3. The application period for ‘Community Festival’ has now expired for this year.
	4. Dates for Diary:

May Day Sponsored Walk and Barbeque: 19/5/18 - duties re same were delegated. All offers of help are welcomed.

First Communion: 2/6/18 – all offers of help were welcomed. Estelle to liaise with Sandra Ferguson re arrangements and budget for refreshments for same.

Confirmation: 6/5/18

Leaver’s night: 21/6/18

School Fete: 22/6/18 – Estelle agreed to book events organiser re same.

* 1. Fruit- Estelle advised some staff felt they needed more/better variety of fruit, whilst other staff stated they felt there was an excess of fruit. Estelle to liaise with Sandra Ferguson to establish a system whereby the fruit is distributed according to need, in both amount and variety. Jill also agreed to liaise with Tesco regarding the possibility of obtaining some fruit on a cheaper/free basis
	2. A discussion took place surrounding the ‘cleaning’ and maintenance of the front of the school building. It was felt that this was not an issue for the Parent Council/PTA and should fall under the school’s general maintenance responsibilities. Therefore, it was felt issue should be addressed by the school itself/Board of Governors.
1. Next Meeting

23/5/18 at 7pm in WIPS.