

## **PCH Parents' Council AGM 2020**

### **Welcome**

On behalf of my co-chair, Austin, and the Parents' Council Committee, I would like to welcome you to the 2020 AGM. This is not the way that I envisioned having our AGM, and certainly not how any of us envisioned our whole year going.

Austin & I would like to take this opportunity to thank our current committee for everything that they have done in this uniquely challenging year. As a group we have managed to achieve a lot despite the odds and look forward to continuing with projects that have been delayed.

We would also like to thank Kevin McNicholas for all his work on the Board of Management and as an active member of the PC, which we hope he will continue.

Due to the limitations of Zoom, we have a small agenda today and in order not to punish you for taking the time to attend, we won't have a discussion time today, but instead invite you to wait at the end of the meeting in order to organise a time for a full, informal meeting.

### **2019/20 Committee**

Co-Chairs: Emma Halloran  
Austin O'Connell  
Treasurer: Louise Morrow then Yvonne Kraan  
Secretary: Yvonne Kraan  
PRO: Geraldine Monaghan

### **Library Sub-Committee**

We have a fantastic library which was built by Mark Hand some years ago. Unfortunately, it hadn't been open for the last few years and we formed a subcommittee with the intention of changing that.

From our first meeting last year, we had the following main aims:

- Assess the current library condition and stock, then repair and replace furniture and books as needed.
- Opening times to facilitate students during lunch, English reading classes and immediately after school for students waiting for collection/buses.
- Arrange a visit to the Headford library and/or Librarian to visit the school with the view to enrolling every student in the Galway library scheme and educating them how to access the resources available.

We made a good start with help from the TY library team who catalogued the books for us and helped me to run a Scholastic book fair which raised 440 euro for us to spend on books for our library. The TY team also made a wish list of books that they would like to see in the library focussing on diversity and inclusion.

Unfortunately, our efforts were hampered somewhat by covid and our plan of opening after Easter has been indefinitely postponed. We will continue to work towards the goal of having a full library with a librarian

## **Secretary Report of PCH Parents' Council Committee (Oct2019-Nov2020) by Yvonne Kraan.**

The last AGM of the Parents' Council was held on Monday 7<sup>th</sup> of October 2019.

### **Forming new committee/first meeting (17Oct2019)**

The members interested to form the Parents' Council Committee met up 10 days after the AGM and the committee was formed with two new co-chairs, being Emma Halloran and Austin O'Connell. Richard Geraghty was willing to stay on as Public Relations Officer (PRO), Yvonne Kraan as Secretary and Louise Morrow as Treasurer. Kristina Valiunaite offered to help as Assistant Secretary.

The committee started out with 19 members. A few changes to the roles within the committee took place in November 2019, when Richard Geraghty stepped down as PRO and left the committee due to work commitments and Geraldine Monaghan took on this role. In January 2020, Louise Morrow stepped down as Treasurer due to personal reasons, with Yvonne Kraan taking on this role for the rest of the school year.

The committee has met monthly to discuss how best we can support the school, the parents and the students.

### **School Fundraiser**

During the second meeting of the new committee, we had a joint meeting with members of the PCH Management Team. At this meeting, we were informed of the fundraising plan by the school to organise a music night called "The Twelfth Night" to take place on 12<sup>th</sup> of December at the PCH hall/gym. The evening would be filled with music acts from the school and the community and the Parents' Council committee was asked to help with promotion of the event, selling of raffle tickets and help on the night itself. The event was a success and the school raised €3200.

### **Welcome Sign and spring bulbs**

The Parents' Council committee (active during the previous school year) came up with two ideas to enhance the surroundings of PCH. The first was to erect a large Welcome Sign at the entrance road to PCH. The second was to arrange that spring bulbs will be planted under the trees along the exit road of PCH to brighten up the school grounds in springtime. Both ideas were materialised before the end of 2019. On 9<sup>th</sup> of November, a beautiful Saturday morning, the committee, along with a few enthusiastic parent volunteers, came together to plant over 1000 daffodil bulbs. The Welcome Sign went through its final design stages and the committee managed to get the sign printed and erected (again with the help of parent volunteers and friends) just in time for the Twelfth Night fundraiser of the school.

### **PCH Parents' Council presence at PCH Enrolment Evening (12Nov2019)**

A few members of the Parents' Council committee manned an information table during the PCH enrolment evening for incoming first year students and parents. We had designed a special flyer with "helpful tips for parents" and wanted to make sure that all new parents to the school were aware that PCH had an active Parents' Council committee.

### **PCH Parents' Council sub-committees**

Two sub-committees were formed. One to review the current draft constitution in place for PCH Parents' Council and to recommend changes. Second to help the school revive the school library. Parents from the committee were also asked to join PCH's newly formed Uniform Reform committee.

### **Information Meeting**

PCH organised a Junior Cycle information session for parents with a lot of focus around the Class-Based Assessments (CBA). John Toner, coordinator of the Junior Cycle, presented the meeting. This took place on 2<sup>nd</sup> of December in the Study Hall and was attended by a great number of parents.

### **Parents' Council committee fundraiser during election count at PCH gym hall (Sunday 9Feb2020)**

Members of the committee organised to sell coffee/tea and snacks during the local election count taken place at PCH's gym hall all day on Sunday 9<sup>th</sup> of February 2020. The fundraiser was successful, raising €870.

## **First PCH Scholastic Book Fair (Saturday 29Feb2020)**

Emma Halloran, our chairperson, organised the first Scholastic Book Fair at PCH on Saturday 29<sup>th</sup> of February in the John Boner building, with a lot of great help by TY students. The total sales of books during the fair raised €800, of which €480 will go back to PCH in the form of books for the School Library.

## **Policy reviews / inputs requested**

Parents were requested to attend PCH Mission statement review meeting that took place on 28Nov2019.

The committee was asked by the Board of Management of PCH to review the following PCH policies:

- \* Critical Incident Policy
- \* (Updated) Admission Policy
- \* Assessment and Reporting Policy
- \* Child safety - risk assessment policy for 2020
- \* Acceptable Use Policy
- \* Data Protection Policy & Statement
- \* (updated) Code of Behaviour - insert re Covid-19 Health & Safety and change to uniform in relation to school jacket

## **Meeting with CEIST (Catholic Education An Irish Schools' Trust) to provide input into selection process for Principal position at PCH.**

All committee members were given opportunity to complete a parent survey in relation to the new appointment of a principal in PCH. The questionnaire asked feedback re school's strengths, what areas we would like to see change in PCH and what we felt would be particular competencies, characteristics and qualities sought in the next Principal to be appointed at PCH? A small representative group from the committee met with Colin Roddy from CEIST on 11<sup>th</sup> of March to discuss our feedback and to get an insight into the whole interview and selection process.

## **Lockdown**

In March 2020, while the PCH Parents' Council committee was busy preparing for the annual Table Quiz to be held in The Anglers Rest Hotel on 27<sup>th</sup> of March, the country went into lockdown and PCH was closed. The quiz was cancelled and most activities and meetings by the Parents' Council committee ceased.

## **Process regarding election of parent nominees to sit on the Board of Management of PCH for the next 3 years**

In September, the committee met up again via Zoom to discuss the process to follow for election of parent nominees to sit on PCH's BOM for the next 3 years. Kevin McNicholas and Elimar Flynn were the outgoing parent nominees. Many thanks to both for their services over the last 3 years! The election process went well and Elimar Flynn was re-elected for another 3-year term, as well as Austin O'Connell. Congrats to both and best of luck in your roles during the coming three years. Austin has been the co-chair of our committee during the last year, for which we wish to thank him also. We hope he will remain an active member of the committee.

## **Additional comment by the Secretary**

The Parents' Council has been informed of the release of a new book "A Parent's Guide to the Junior Cycle", written collaboratively between Kinsale Community School and The Examcraft Group. It was written to advise parents on how to support their child's transition into post-primary school and throughout their Junior Cycle. The book is offered at a discount to Parent Associations. It costs only €5 once we place a bulk order and for that reason, we have added the book to PCH's Easy Payments System. The deadline for ordering the book through the school's payment portal is 11Dec2020, after which an order will be placed so that the books can be distributed to the parents who paid for it. The PCH Parents' Council committee will keep a small amount of books on hand for any parents that still wish to buy a copy after the deadline for ordering has been closed. Please contact the Parents' Council committee via [pchpc.irl@gmail.com](mailto:pchpc.irl@gmail.com) if you wish to buy the book directly from us.

## PCH Parents' Council Financial Report 2020

<b>Opening Balance (30Oct2019) in Euro</b>		<b>Bank Balance</b>	
Bank Account	606.84		
Petty Cash	216		
<b>TOTAL</b>	<b>822.84</b>		606.84
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<b>Income</b>	<b>OUT</b>	<b>IN</b>	
Hot drinks and snacks sale at PCH Count Centre re local elections (17Feb2020)		870	1476.84
Proceeds from Scholastic Book Fair (12Mar2020)		800	2276.84
<b>Expenses</b>			
Welcome to PCH sign (23Dec2019)	430.5		1846.34
Bank Account Fees (31Dec2019)	7.5		1838.84
Bank Account Fees (20Mar2020)	7.8		1831.04
Cheque to Scholastic re Proceeds Book Fair (21Apr2020)	800		1031.04
Bank Account Fees (19Jun2020)	13.05		1017.99
Bank Account Fees (25Sep2020)	7.5		1010.49
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Bank Balance on 24Nov2020	1010.49		
Petty Cash balance on 24Nov2020	224.4		
<b>Total in Euro on 24Nov2020</b>	<b>1234.89</b>		

Prepared by:  
Yvonne Kraan  
Treasurer PCH Parents' Council  
24 November 2020