



CCC Parents Association Meeting 11th September 2023

Fáilte – Mol an Óige agus Tiocfaidh sí



Agenda – 11 September 2023

- Summary May 2023 meeting
- Role of Parents Association
- Timetable of PA activities – time required
- Volunteer night & presentations
- Proposed Parents Association Constitution amendments & Vote
- Nomination Parent Representative Board of Management
- Nominations Parents Association Officers
- Mock interviews
- College extension update
- TY pool update
- Clothes Swap Event - Sale of Tea & coffees 7th October
- School update – John Cronin (Principal)
- AOB



Summary: May 2023 Monthly Meeting

- Update on Plant sale & raffle
 - It was a great success
 - Income of €62.4k and profit of €34.2k and 37 sponsors
 - New activities included this year BBQ, pollination workshops, TY pool stand and TY school business
 - There is much further opportunity with the plant sale and raffle
 - Chair met with politicians and An Taoiseach to stress the urgency of the extension and the PA are there to support and lobby for this project.
- Finance update Treasurers report -> €37,602.25 cash on hand and €1,100 due in
- Update from Myles Byrne and John Cronin re the extension
 - Good progress has been made in the last few weeks of the academic year and 100% commitment to deliver the project
 - The building will be modular but with advances in technology the lifecycle of these structures are longer, and they will be of a higher spec

Summary: May 2023 Monthly Meeting

- Plans to have 8-10 classes in place by September 2024 which will provide challenges for the college in the 2023/24 academic year.
 - There will be reconfiguration of the school and repurposing of some labs/rooms
 - Sticking point is additional canteen, pastoral & office space
 - JC also mentioned that tablet devices will be introduced for the first time with the intake of 1st year students in September 2023 and subsequent years. There will be financial support to families in addition to payment plans to spread the cost over time
 - It was also mentioned by JC that there will be no 2nd or 3rd year CBA's or assessment tasks in the academic year 2023/24
 - PA volunteer night is scheduled for 9th June in the college
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Role of Parents Association – New Attendees

- Partnering with the school management and staff
 - Arrange talks of interest for parents throughout the academic year
 - Mock interviews
 - Readers for inhouse exams
 - Policy review for school – parental input
 - TY Pool
 - Fundraising & fun – e.g. plant & uniform sales
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Timetable of PA Activities

- Request for list of activities of the PA
 - When required
 - How much time required
 - Share with other parents to support recruitment drive
 - Amend as and when required i.e. new ideas
 - Email contact for PA → pacastleknockcc@gmail.com



Timetable of PA Activities

Activity	Duration of event	Time Required	Time of Year	Training	Contact
Plant Sale	Pre-Event: posters setup, delivery of flyers, buying plants, , licence from Fingal for posters, limits on cash machine etc The event: 2 days + ½ day to setup	0-5 hours before event ½ day -> 2.5 days weekend of event	Early May	N	PA
Uniform Sale	Online event	A few hours + and a group in place	3 rd week June & early September	N	Tina Gao/PA
Mock Interviews	1 evening circa 2-3 hours	2-3 hours +30 min preparation	Late October	N	Lorraine Hagerty /PA
Policy Reviews	A few hours 1-2 policies a year	3-4 hours a) pre policy meet, b) policy sent out for review and c) post review meeting with recommendations	Autumn & Spring	Y	PA / John Cronin
Raffle	Licence from Gardai for raffle, print tickets, ask suppliers/local businesses/parents for prizes/sponsorship	1-5 hours	Mar-May	N	PA/TBC
Transition Year Pool	A few hours	A few hours	Autumn & Spring	N	SC & PF?? / PA
Readers	2 hours per exam (3 rd and 6 th years) and depends on how many exams you do	2 hours per exam	November & Feb	Y	PA/Sinead Morrissey Fallon/ Ms. Mairead O'Halloran
Debs Committee		TBC		N	PA/TBC
Parental Talks	2 per annum	2-3 hours	Autumn & Spring	N	PA/Ms. Carmel O'Neill



Volunteer Night & Presentations

- Held on 9th June over 50 volunteers attended
- PA thanked Ms O'Neill for the contribution to the school and students over the past 27 years and for being a great supporter of the PA and a presentation was made by the PA
- Presentation of cheque for **€32k** made to the college from the PA



Proposed Parents Association Constitution Amendments

- Currently 4 officers
- It is proposed that we increase the number of officers by 2 to 6
- Two new positions Assistant Secretary & Assistant Treasurer
- **Why do this ?**
 - Support improving participation
 - Spread the workload
 - Improve governance
 - Be more effective
 - More activities
 - Support a longer-term plan
 - **Do more and Achieve more**



Proposed Parents Association Constitution Amendments

- Proposed Amendments to **Vote** on
 - Increase the number of officers from 4 to 6.
 - 2 new positions will be Assistant Secretary and Assistant Treasurer
 - “Further term” in relation to PA officers is to mean “2 academic years”
 - AGM of the PA to be changed from mid-September to early October
- A **two-thirds** majority of the members present shall be required to carry an amendment to the Constitution



Nominations Parent Representative Board of Management

- Our current **female** parent representative on the Board of Management, Anne-Marie Flynn, is due to stand down this year at the end of a 5-year tenure
- The purpose of the parents' representatives on the Board of Management is:
 - To actively solicit parent views and
 - To report back to the PA and keep them informed of matters that are relevant
- Nomination forms for the female parent rep to be emailed/posted on school website this week
- Completed form to be emailed to the PA (pacastleknockcc@gmail.com) by **Wednesday 4th October**
- All nominations should be proposed and seconded by members of the PA
- It will be put to a vote at the **AGM on 9th October** if there are more than 2 nominees



Nominations Parents Association Officers

- Currently 4 officers, with Karen Kearney stepping down this year at the end of a 6-year tenure
- It is proposed that we increase the number of officers by 2 to 6 with two new roles
 - Assistant Secretary
 - Assistant Treasurer
- Nomination forms for the **3 open positions** to be emailed/posted on school website this week
- Completed form to be emailed to the PA (pacastleknockcc@gmail.com) by **Wednesday 4th October**
- All nominations should be proposed and seconded by members of the PA
- It will be put to a vote at the **AGM on 9th October** if there are more than 3 nominees



Mock Interviews

- Taking place Thursday 26th October
- Organised by Lorraine Hagerty, it's a significant undertaking
- 2022 first face-to-face interviews since pre Covid
- Interviewed LC2 LCVP & LCA students, a trial run for their LC interview
- 15-20 minute interview , followed by 5-minute feedback session
- PA works very well with the school in the preparation and execution of this evening
- This year rolling it out to the wider 6th year student group

- Please volunteer only 2 hours on the night and 30 mins prep time, email the PA if you can support



College Extension - Update

- Update from Myles Byrne and John Cronin



TY Pool - Update

- Update from Stephen Connolly



Clothes Swap Event - Sale of Tea & coffees 7th October

- Pamela Conroy of our BoM, involved in Laurel Lodge Environmental Group
- The group aims to improve the local environment by litter picking and carrying out projects to increase biodiversity
- They are organising a clothes swap, which will take place in the hall in CCC, on 7th October
- LLE are wondering if the PA would like to use the opportunity of the clothes swap to sell teas and coffee to raise funds for the PA
- If you are interested in selling the etas and coffees on the day, please let the PA know ASAP



School Update

John Cronin – Principal



AOB



THANK YOU PARENTS

Next Meeting (AGM) Monday 9th October @ 7:30pm

