St. Mary’s College form 1 PSG meeting Minutes

**Date:** November 3, 2017

# Venue: Form 1-31, St. Mary’s College

Minutes of the 2nd meeting of the Form 1 PSG. Meeting was brought to order by Mr. Sampath, Dean 1, at 5:07 p.m.

## In attendance:

**Nagil Sampath, Dean 1**

**11 Parents:**

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| --- | --- |
| Fazeena Khan-Singh (1-31)  Barbara Solomon-Kerr (1-31)  Anisa Narisa Gaffoor (1-3?)  Keegan Garcia (1-34)  Elena Villafana Sylvester (1-32)  Shelley Persad (1-32) | Cassandra Cambridge (1-31)  Cecelia Marcelle (1-31)  Donna Murray (1-3?)  Nicole Jordan-Coombs (1-3?)  Kendrick Hilaire (1-3?) |

Meeting commenced with a welcome message from Mr. Sampath, Dean 1(D1) and a review of the minutes from the last PSG meeting which was held Thursday September 28th.

**Agenda Items**

1. **Matters** **arising from last minutes -** 
   1. D1 reminded parents that the role and function of the PSG is to provide support to the Dean. He also advised that the role and responsibilities would vary as students progressed through the various forms.
   2. D1 stated Keegan Garcia contacted Brian Lara to discuss coming to the school as a motivational speaker, however, he will be unavailable to for the rest of the year and may visit in 2018.
   3. D1 advised that as an alternative, Joel Villafana will be approached.
   4. Parent also offered to speak with Fazeer Mohammed as another alternative.
2. **Cake sale feedback** 
   1. D1 thanked parents again for the fantastic support for the cake sale held on Friday October 27th. The final amount raised was $5259.
   2. D1 then asked for feedback on whether the money should be used to upgrade the lockers in the classrooms or to install windows in 1-35. Parents agreed that the money should go towards the windows project for 1-35 and perhaps parents who are able to, can assist with the locker repairs. Another fundraiser would be required to raise the remaining funds to complete the window installation.
3. **Infrastructure projects**
   1. Bins - have been purchased and currently in D1’s office.
      1. **ACTION***:* D1 will ask photography club to take photos of the boys placing the bins in the corridor.
   2. Lockers – D1 advised that refurbishment of lockers was cheaper than installing windows.
      1. **ACTION**: D1 will send out an email to determine whether there are parents who can assist with locker repairs so that the money raised can be allocated towards installation of windows in 1-35.
   3. 1-35 windows – Currently class is without ventilation however a new AC was recently installed. D1 was unable to meet with the in-house contractor to obtain a quote for the work. However, he estimated that it would take a little more than the funds raised from the cake sale. Another possible sale on November 24th was discussed.
      1. **ACTION**: Shelley Persad to create a survey to ask parents what type of sale they would prefer. Options discussed included cake sale, hot dog sale, Indian delicacies, Sweet and Savoury, raffle a hamper.
4. **Christmas celebrations**
   1. D1 has spoken with individual form teachers about class Christmas parties.
   2. D1 would like for the hallway to also be decorated. He recommends possibly 5 Christmas wreaths for the doors and maybe some streamers to brighten up the corridor. This will need to be installed in the next two weeks, before examinations commence.
   3. D1 also advised that he will be offering students the option to bring in an ornament to place on the Christmas tree in his office.
5. **Family day/football competition**
   1. D1 proposed to have a family day at the CiC grounds for a friendly football game. He provided 2 options and parents chose Option 2 which is the Saturday after exams have completed.
   2. School closes on December 15th so tentative date for the family day is Saturday December 2nd.
6. **Boat cruise**
   1. The family cruise will be postponed until Easter time in 2018. D1 said that he is mindful of current financial constraints of parents, especially as two tickets for the upcoming saints fete will be sent with reports this year. Fete with the saints will be on January 20th, 2018.
7. **Other business**
   1. There was a discussion regarding the state of the furniture in 1-31 and D1 reminded parents that students should come to him to advise of any issues since there are replacement benches available in the store room.
   2. There was also a discussed as to whether the lockers could be relocated to the hallway but D1 advised that the area was too small and that cameras in the classroom provided extra security. The only exception is 1-35 as their lockers are in a separate adjacent room.
   3. **ACTION**: D1 will firm up all the numbers for the WhatsApp group and provided to class representatives to create a Phone tree.

**Summary of Dates to Remember:**

Date for next meeting: **Thursday November 30th** and this will be the final meeting for the year.

Meeting terminated at 5:57 p.m.