

Date: 19th January, 2018

Subject: PARENTS ASSOCIATION (PA) meeting with CLASS REPRESENTATIVES (CRs)

Attendees:

- PA Members: Alison Strauss , Judy Sarton, Rashmi Verma, Tobias Gustafsson
- CRs : Nami (Nursery Angel Fish), Fan lin chin (Pre-nursery Seahorse), Nicole (Reception Sealions), Synghee Hann (Reception Dolphins), Cynthia (Year 1 Tigers), Strauss (Year 2 Monkeys), Nissa Ferton (Year 2 Pandas), Alejandra (Year 2 Elephants), Elonora (Year 4 Cranes), Lucy (Year 4 Kingfishers), Tamara (Year 5 Flamingos), Catalina (Year 5 Pelican)

- **Key Notes**

- Judy Sarton introduced PA members to CRs. Alison greeted everyone and gave a brief introduction about herself and the PA.
- Alison shared agenda of the meeting with CRs, which was centered around
 - Upcoming events
 - CRs/PA collaboration going forward
- Alison shared information about upcoming events and what we can organize for the school kids.
- Alison also briefed about the Charity events organized by the PA. Judy introduced a charity called Love n Hope, whose representative will come to make a presentation.
- Cynthia recommended that new families are put with another family in the class so it is easier to make the transition.
- Alison talked about the *PARENTS LINK* vacant position in PA team. She also encouraged all parents to be a part of overall Charity efforts.
- Alison asked for suggestions to improve effectiveness of various existing groups like Welcome group, Lunch Mom group etc. She echoed PA support if any parent would like to come forward and organize events for parents e.g. tour, cooking classes etc.
- As the goal is to involve more parents in events planning, Judy highlighted the importance of CRs to achieve that. CRs will be more directly engaged in events planning going forward and will encourage parents to be part of it.
- There is a strong desire from parents to organize *Easter event*. As this is big event, PA will need time to ensure proper plan and parents involvement. Alison asked CRs for ideas and participation.
- Alison mentioned that currently PA uses daily emails and news letters to share important information.
- As CRs have existing channels of communication with parents - Judy and Alison will approach designated CRs first. If there are not enough volunteers, PA will send out the message to rest of the CRs.
- Synghee raised a point to attached PA information letters to daily emails as they look more official.
- Tamara recommended to write again the role of a CR that they must forward the message from the PA.