

PTA Meeting: January 18. 2017 @ The Commercial Pub

Minutes

Present:

Jenny (Co-Chair)
Katie (Co-Chair)
Susan (Co-Treasurer)
Bethan (Co-Treasurer)
Melissa (Secretary)
Judy
Tamsin
Frederica
Caroline

1. Introductions – Jenny

2. Christmas Fair Feedback - the following proposals were made for the next Christmas Fair (December 2018):

- 3:30pm start – since parents, carers and children will not be charged at the gate.
- Flyers to be given out the week before the event.
- More 50p's in floats.
- Dependant on weather, the Orchestra and Choir to perform outside. Microphones and sound systems will be required.
- "Top Tips" document to be created for new classes on how to run standard stalls in 2018:
 - Santa Grotto
 - Book stall
 - Photo Booth
 - Marshmallow Snowmen
- More hot dogs needed for 'Daves Dogs'.
- Reconsider having the pizza van again in 2018.
- More vegetarian options needed.
- Santa's Grotto – to operate, 2 or more Santa's would be required or none at all. A process for seeing Santa should be devised e.g. time slots could be introduced to alleviate queuing.
- Check with Dave where all the left over second-hand books are. Keep for summer fair and do not request any more donations.

3. Accounts

- £7000 has been made so far for this academic year.
- Total amount in our accounts - £16,883.58

- *Teacher funding requests:*
 - i. To be put forward twice per year.
 - ii. Requests:
 - ❖ Funds for Forest School Grant: £3000
 - ❖ Djembe drums and percussion instruments (Miss Drooglever): £500-£600
 - ❖ Shakespeare Schools Festival (Miss Drooglever): £500 - £600
 - ❖ Tool shed and tools for forest school (Miss Roselli): up to £450
 - ❖ Games for breakfast and after-school club (Miss Partridge): £200
 - ❖ Outward Bound Trip transportation contribution for 20 pupils (Mr Palmer): £1000
 - ❖ Literacy programme (Kate Atkins & Miss Chung): up to £2000
 - ❖ Playtime activity and P.E. equipment (Mr Cranston): £1372
 - ❖ Debate coaching for SEN/ Social and emotional needs pupils (Miss Unwin): £400
 - ❖ Playground games (Miss Gee): £355
 - ❖ Year 1 Shelter (Miss Stainton): tbc
 - ❖ Repair of roof of seated structure in KS1 playground (Miss Beron): tbc
 - iii. All requests, with the exception of those tbc, have been approved by those present at the meeting and will be presented to the school headteacher in February for final approval.

4. Funding Allocation Ideas

- The resident artist week - The PTA to review the week, and, if successful, to request another week in the summer term.
- The Rosendale Allotment - It was mentioned that without maintenance, the school allotment would be lost. There is not enough experienced parent volunteers to help maintain the plot. Request on whether the PTA could pay Liz Myers to train parents on how to maintain the plot all year round.

5. Fundraising Ideas

- Spring Term (March 22, 2018) Parents Evening – To be sold:
 - i. Uniforms
 - ii. Hot Dogs
 - iii. Coffee and Teas
 - iv. Coca Cola

- Summer Fair – proposed date June 30, 2018
 - i. Planning to commence after Easter holidays.
 - ii. Include a carnival type procession, as done in 2016 where by each class created and paraded floats.
- Music Concert
 - i. A school parent has proposed to put on a concert along with his colleague, performing Disney tunes, Opera, songs from Musicals etc. Tickets could be sold to raise funds for the PTA.
 - ii. Proposed dates – March 27th/28th at 5:30pm
 - iii. 1 hour show with a 10-minute interval.
 - iv. Cakes, hot chocolate, coffee and teas to be sold.
 - v. Ticket prices (proposed) - £5 per adult, children free.
- School Disco (Autumn 2018)
 - i. Organisers needed to do this event as well as experienced DJ's.
 - ii. Disco time slots for the different year groups.
 - iii. Parents to attend with children from the younger year groups.
- Parent Quiz Night (Early Summer Term)
 - i. Proposed dates May 11th/14th
 - ii. Newsletter 'shout out' to be sent for parents/carers volunteers to organise this event.
 - iii. Alcohol to be sold by the PTA.

6. Communications

- It was suggested that the PTA send out posters to inform the school community on PTA spending, as well as to advertise future general meetings.
- This is to clearly communicate the aim of fundraisers. For example, the Parent Quiz night to fundraise for the music/art department.

7. Action

- Susan –
 - i. Ukuleles: to check how many were bought for Year 3... 20 or 36?
 - ii. To chase invoices with Jay.
- Jenny –
 - i. To request a meeting before half term with KA to discuss the following:
 - a) Approval of teacher funding requests.
 - b) Re-instating gardening club to maintain allotment/ finding experienced parent gardeners.
 - c) PTA Funding Events planned for the rest of the academic year.

- ii. To request that Vicky put a shout out re the Quiz Night in the newsletter.
- Bethan
 - i. To liaise with Tom, the parent organising the music concert.
 - ii. Date and time to be finalised.
 - iii. Alcohol license required for the Parent Quiz night.
- Melissa
 - i. To publish minutes of the meeting on the blog and FB after meeting with KA.