

Minutes of PTA Meeting on Thursday 17 March 2014 at 3.15pm

Attending: Sophie Heard, Lisa Guppy, Irene Conway, Ann-Marie Wortley, Colin Wilson, Camille Hallo, Emma Dadson, Mel de Freitas, Jen Ingham, Rosalind Owen

Apologies: Amanda Spriggs, Allison Hood, Jill Hardin, Ruth Dorso, Joy Weideman, Maribel Jimenez, Natasha Podro, Florence Rossignol, Nikki Clarke

Documents tabled: Agenda and Minutes from previous meeting (13 February)

1. Welcome/Apologies

Welcome from PTA co-chair, Sophie. Thank you to Jen who made yummy St Patrick's Day themed snacks and encouraged more parents to attend.

2. Minutes from 13 February

We reviewed the minutes from the previous meeting and discussed:

- Item 4: Restaurant Fundraising proposal – Jill has met with the Anchor and is preparing a proposal.
- Item 5: having more people attend PTA meetings.
 - We welcome suggestions of increasing attendance.
 - An evening meeting – has been discussed many times, and were evening meetings in the past but they have not been well attended either.
 - Questionnaire? Ask parents to specify best dates eg doodle poll or group.
 - Could do morning after drop-off with a crèche for breakfast?
 - Irene confirmed that the school was happy to consider alternatives to boost attendance.
 - Focus on bringing a friend again.
 - Alternative meeting places? Perhaps Jericho Café. If meet outside school is issues of confidentiality.
 - Look at sending email reminders.
 - Look at organising a new sign to remind people.
 - Alternative days? Thursday or Friday. Perhaps do on the morning of a singing assembly so that parents would not miss a class assembly.

Action: Sophie & Jill to consider various alternatives and look at arranging perhaps one alternate meeting in a year and running a poll or questionnaire to try and ascertain best meeting time and place.

3. Mother's Day Breakfast

Amazing team is set up. Jericho Café donating croissants. Aldi donating yogurt and fruit juice. Co-op donating baguettes. There is a lot of donations this year and therefore hope to raise more money.

There will be a special mother's day parlour – little cakes, tattoos, express manicure.

Daisy flowers to be arranged and sold by Portia. As this is Portia's last year at the school, we will be looking for a replacement.

More volunteers needed for set-up at 7.30am. Open gate at 8.00 am. Go thru usual gates, not hall and then children can drop off bags etc. May need fruit choppers.

Posters will be put over school to advertise breakfast and spread the word.

Irene thought it would be possible to set up from 4.00pm the day before. Florence will organise email to helpers.

The breakfast will be organised on same format as last year with cash. Irene will organise a loan to any children who needed funds and this would be reimbursed by PTA.

Action: Sophie to speak to kitchen staff – Maree – to organise use of ovens. Florence is organising and apart from advertising for more helpers, all is running smoothly.

4. Mrs Jackson

Mrs Jackson is leaving and it would be lovely to show the PTA's appreciation for all of her hard work and effort. Discussion regarding various ideas and how to organise.

Action: Jill and Sophie to take on board ideas and organise via emails to parents.

5. Nearly New Sale?

Jen has 5 people who are interested in organising a NNS. Sarah McAlvie is current treasurer of NCT NNS and is keen to organise again. It may be that some of their equipment could be used.

General consensus is school and PTA very keen if someone else wants to organise NNS. Currently, seems a lot of work and also no one stepped forward to lead NNS. If Jen is aware of group who would like to do it, PTA would be keen to support.

Discussion regarding hall availability and whether they needed to have use of Year 4 and/or Year 6 classrooms. This year, both Year 4 and Year 6 on residential at same time and weekend at end of that week is bank holiday. Consider later date say 10 May and could be Sat or Sun.

There was also discussion of the different ways of organising - donations, % charge for items sold or a flat fee.

Action: Jen to report to sub-committee and organise meeting with relevant parents to take forward idea. The sub-committee would discuss dates etc with Irene.

6. Phil and Jim Book Fair

Sophie reported that the Phil and Jim Book Fair which is held twice a year is currently being run by Felicity Decker. Felicity would like to pass this job on to another parent. Historically, have the book fair as was organised by a parent, not by PTA and school receives funds being a percentage of sales but it must be spent on books. It is a good way to build up the library. The next one is April/May.

Action: Sophie and Jill to advertise in the newsletter.

7. Team for Summer Fete

There needs to be a committee set up to organize the fete and the volunteers. Neither Jill nor Sophie would be available for set up on the morning of the fete, so we will need someone to volunteer for that role.

Action: Sophie and Jill to advertise in newsletter, possibly starting just before Easter break to try to get someone to volunteer for set up and for help generally.

Rosalind suggested idea that had been used at a previous school which was each teacher gave 5 minutes in the afternoon at pickup to class rep or PTA rep to talk to parents and try and get volunteers for fete.

Action: Jill and Sophie to consider this as seems a good idea

8. AOB

(a) Donation - Sophie has organized for a donation from the Broadley Charitable Trust of £2,000 which will be used for the Nurture Shed. A big thank you to Sophie for organizing this donation.

(b) Books – The new reading system is at the school and is up and running. It will be extended to Years 3 and 4.

Action: Emma will try to organize a photo to send around on email to parents or newsletter so we can let parents see what PTA funding is used for.

Next meeting to be Thursday 24 April 2014.