

# Minutes of PTA Meeting on Wednesday 24 October 2013 at 3.15pm

**Attending:** Sophie Heard, Jill Hardin, Ruth Dorso, Lisa Guppy, Amanda Spriggs, Lucy Mori, Shelley Joyce, Liz Dale, Natasha Podro, Wendy Weiss, Allison Hood, Joy Holgate, Karen Ravenhill, Emma Dadson, Rosalind Owen, Anne-Marie Wortley, Irene Conway

**Apologies:** Alex Lancaster, Camille Hallo, Yvonne Pinner, Meld De Freitas, Jess Evans

**Documents tabled:** Agenda, Minutes for previous meeting 25 September 2013, Budget/Income and Expenditure for PTA as at 31 August 2013, Wildwood Design for Mound, Prize list for Auction Evening.

## 1. Welcome

Welcome from PTA co-chairs, Jill and Sophie. Introductions by attendees.

## 2. Minutes from 25 September

These were circulated for review and the minutes were approved.

## 3. Matters arising from minutes

Only matter not otherwise dealt with in agenda is the Fruit & Vege boxes for Abel & Cole. Currently, this is run by Laura Burt and we need volunteers to take over. It only takes a few minutes each week with some extra time at the start of each year to start the system running again. It is a great fundraiser and we are close to raising £7,000 in total since we started the program.

**Action:** *To advertise in the school newsletter for someone to run the Abel & Cole scheme. Also to try to talk to individuals to see if someone is interested -Jill and Sophie.*

## 4. Elect Co-Chairs and Secretary

As this is the AGM, we need to elect the Co-Chairs and Secretary:

- (a) Emma Dadson proposed Jill Hardin to be a Co-Chair
- (b) Natasha Podro proposed Sophie Heard to be a Co-Chair
- (c) Jill Hardin proposed Lisa Guppy to be Secretary

All proposals were confirmed by unanimous agreement of the meeting.

The Treasurer, Alex Lancaster, is remaining in the position and this was approved unanimously by the meeting.

## 5. Approve 2013-2013 finances

There is approximately £11,000 in the bank which may be spent this year. A further £2,000 will be held in reserve. The budget was circulated and approved unanimously by the meeting. The Co-Chairs propose to publish the accounts on the website once it is updated. This will ensure all parents can see how the PTA is running.

## 6. Possible projects to fund this year

### (a) Playground mound development (~£3,000-5,000)

The mound is the overgrown section in the playground which is currently fenced off. The question is what should be done to develop it. Sophie presented the drawings by Wild Wood as idea. Wild Wood has no motivation as insufficient insurance levels to be considered for the work but was happy to discuss some ideas. In essence it involved tunnels and different levels to encourage children to play at all levels with access via ramps to allow access for all. They also suggested a castle theme. The idea is that quotes and ideas would be obtained and then there could be a vote based on those quotes. There was some general discussion regarding the plans and potential ideas – another company Timotei or Timotea had undertaken similar mounding or waterworks for playgrounds. It was suggested that the children be asked and Irene confirmed that this had been done through the Student Council.

Irene recommended that a sub-committee for the Mound be formed and they could follow up on the ideas, arrange for designs. It is important it is safe and risk-proof.

Allison suggested growing things. Irene responded that the school has areas where we grow things. The school is keen to have a greenhouse which is currently on the “wish list”. However, the school is undersized for play area and we need the mound for extra play space. In addition, we are unable to grow things in the ground as the school is located on an old tip site which was remediated.

There was also discussion regarding the rectangle of land near the Trap Grounds. This was land which the school was meant to have. As the Trap Grounds applied to be a town green and won, the school will not ever receive that land. However, the Trap Ground Association is very helpful with different activities with the children and the school would like to foster the relationship further and meet with them to discuss help for the Forest School.

The School is currently working with the Council to try to acquire some of the land to the south-west of the School.

***It was agreed to move forward on funding the mound re-development.***

***Action: Jill & Sophie to organise a sub-committee.***

### (b) New reading program

Anne-Marie raised the idea of a new reading program which she would like the PTA to fund. It is an update to the current program run from EYU to Year 4. It places particular emphasis on the transition between Year 2 and Key Stage 2. The Reading Scheme is known as Project X. If we ordered by a certain time we will receive approximately £10,000 worth of books for only £2,200.

It is a brand new range of books that move away from Biff and Chip and are more modern. Project X is an Amusement Park owned by the children's father. He disappears. There are then many adventures while the children discover what has happened to him. The books link to Guided Reading and there is an Intervention

Program for children who are struggling and there is opportunity for extension for those children at the other end of the spectrum.

There have been a lot of negotiations involved to obtain this deal. One question asked was "whether other schools are using it? How many?". St Nicholas are using it. A lot of schools know of it. It is highly recommended. If we don't provide the funds, then the school does not have funds to replace the current reading program. The school does not qualify for premium funding from the government as there are not enough children who receive financial assistance (pupil premium).

***There was unanimous support for the PTA to fund the new reading scheme.***

**(c) Entrance welcome TV and screen (~£1,000)**

This would a tv screen which would show pictures or videos of the children so that visitors, parents could see what they were doing in school. The cost relates to a flat screen monitor to be mounted on the wall of the reception area and it would be run by a computer on a loop program. It would set a nice scene when you arrive at the school. It is very popular and used in many schools. It could also be used for reminders and cake sales, meetings, assemblies.

***Action: To see if we could find a tv monitor or computer screen which could be donated or sponsored. Jill & Sophie to advertise in newsletter.***

**(d) Outside shed insulation, power line, ramp access , entry steps (£?)**

In relation to the outside shed the lawsuit has now been completed. To enable the shed to be used it really needs insulation, power line, ramp access and steps, decking out the front and benches, floor coverings. The idea is it would be a multi-purpose room. A nurture space during school time – a place to go to when leaving the classroom. During play time it would be a rest space. It would also be good to have cushions/bean bags/ sofa.

Sophie advised that they propose to apply to Dragon School for funding for this project. The question is whether we can spend the money and use the Dragon School funding for re-imbursement.

***The meeting unanimously supported this project and it should be funded by the PTA and/or available funding via the Dragon School.***

**(e) Team Sports**

Jess Evans who was unable to attend raised some questions as to whether there could be more emphasis on team sports at PE. For example, are there any proper netball posts? Can we buy them? There is a game for both boys and girls called High Five which is very popular.

Irene replied that having more competitive sport within PE is on the School Development Plan. This is a year long project. We would have to have both parent and financial support. Do you think parents would be prepared to volunteer to help? We have previously had netball clubs.

***Action: Sophie & Jill to work with Irene to set up a sub-committee and find parents to volunteer.***

## **7. Mathletics update (Irene Conway)**

Mathletics is being introduced at Year 4. Everyone had a go today and received user names. It is being trialled for 2 weeks. This is a free trial. After the trial it is proposed to do a monkey survey and find out how parents and children thought the program went.

This program is a way to spend money that benefit children, teachers and parents. Joy confirmed that it had worked very well at her daughter's previous school. It could be informal or formal. It was very beneficial.

If it was found to be successful then perhaps we could expand to other areas. The teachers would research that in the future.

***Action: Follow up once survey completed and if parents, teachers and children found beneficial then plan is to roll out throughout school.***

## **8. Auction update (Sophie Heard)**

Joy had designed and organised printing of poster and tickets. A prize list of where we are at was tabled. There are tickets for sale and each ticket includes a raffle ticket. Natasha has agreed to be MC. There will be live music for entertainment. It was discussed whether the children from say, Year 6, could provide music. It was thought this might not work if parents then had to take children home. Other ideas were the Spanish choir, the Men's Choir, guitar players known by Jo Campion-Watt.

Irene asked if the PTA wanted the school to donate prizes and this was confirmed with a definite yes please.

Is there a deadline for donations? It was decided to provide a deadline but we could always accept prizes until the auction opened. We don't want to miss out on a great prize due to a deadline.

***Action: Sub-committee organising auction to continue to promote and people should buy tickets!***

## **9. Christmas Cards update ( Lisa Guppy)**

The Christmas card drawings have all been collected and we are looking forward to receiving some great cards. Lots of really amazing art work again this year. We raised approx. £335 for the PTA this year which is an increase from last year which was approx. £250.

We have a couple of ideas for next year. Firstly, we are going to ask people to donate a spare card if they have one so that we can set up a display of cards and people can see the amazing art work and the kinds of things you can do. We didn't have many cards from EYU and so maybe we could visit the EYU parents to let them know what it is and how to be involved.

***Action: Distribute cards in mid November. Organise for donations to set up display.***

It was also discussed that it might be a good idea to have a coffee morning for EYU parents and any newcomers to let them know about the PTA.

***Action: Jill & Sophie to organise a coffee morning.***

## **10. Website update (Sophie Heard)**

Ruth Nossek and Lucy Mori are working on the website. Ruth is designing the new web-site. At this stage we have a plan. The idea is that other people will be able to use the website and set up content and update.

Irene has expressed her gratitude to Ruth for undertaking the redevelopment of the website.

***Action: To continue work and new website to be up and running soon.***

## **11. Calendar update (Jill Hardin)**

The organisation of the calendar is going well. Jill is chasing up completed forms for all of the children to confirm involvement and birthdays etc. Joy is designing the calendar and is looking at using smaller pages although the overall space will still be the same. She is also looking at different printers and has one quote at £900 cheaper, which will mean more money to be raised by the PTA. It is hoped the calendar will be printed by mid November. The new print size will mean both sides of the page are used which saves money. There will still be enough space for the sponsors.

A big thanks to Laura Burt who once again took the photographs and we are sure that they will be amazing.

***Action: Joy and Jill to follow up printing. It is important it is printed early enough for Christmas presents. They will also organise a form for pre-ordering of calendars.***

**Next meeting 21 November 2013.**