

## **PTA Minutes 9<sup>th</sup> February 2016**

Present: Alan Bates, Ben Cooper (School Communities), Jayne Owen-Jones, Liz Storey, Suzanne Finlay-Bearblock, Donna Turpin, Kath Olivier

Meeting Opened at 6.35pm

Apologies: Tracey Jenkins, Nicola Bowen, Louise Barker, Deb Goodrich

Introductions were made around the table for Ben

### **Previous Minutes**

A couple of alterations on page one:

Donna Turpin was not present apologies were recorded.

Sponsored Walk total from previous year was £3638.60 not £368.60 as recorded.

Alterations agreed and minutes signed by Chairman

### **Forthcoming Events: Chocolate Orders**

(Discussion bought forward due to Donna's availability)

Chocolate Ordering, Donna has spoken to the lady who issues the order booklets, unfortunately she lives Stourbridge so is reluctant to travel with the books. Donna happy to collect books, collate orders and return.

With experience from the raffle ticket books going home and the low response/buy in, committee reluctant to send 1000 books home for the little return.

It's a shame but decision taken to go no further

Alan to ask Tracy to look at her contacts to see if anything more local.

### **No Head Teacher's Report**

Ben will chase in future.

### **Treasurer's Report**

Income from Christmas Hamper Raffle Tickets totalled £1503.50, Expenses £216.40. Profit £1287.36.

Invoice for PSDs paid at £2468.00

Still awaiting invoices for Goalposts and Rewards System, SB suggested deadline that if these funds were not requested that they are forfeited due to problems over paying bills in previous years. Committee agreed to end of financial year 31<sup>st</sup> March. **BCO to email relevant staff.**

PTA now hold two accounts, balances currently stand at £10291.33 in current account and £10281.75 in savings account, Total £20573.08. JOJ proposed transfer of lump sum to savings account. Agreed to hold as large bills due out of current account. To review at next meeting taking into account any outstanding bills at that time.

### **Previous Events**

#### **Christmas Hamper Raffle – SFB**

Suzanne is really pleased with the total amount raised, thanks to those that helped on the night packing up the hampers.

Would still really like a non-uniform day to encourage buy in from the students. Feel that this is a school charity and should be given the same importance as the House external charities. AB to take to SLT. Date needs to be set in the calendar in the summer.

Suzanne would like a date in October to give time to pack hampers. Would like to build on this year's success and make a regular annual PTA big earner. Aim for a further 10 hampers this year, increase to 25 hampers.

Special thanks to Liz who made amazing sales at the Year 11's Parent's Evening, £300/£400.

Suzanne sent out 6 emails to parents (via Caroline Aby), newspaper articles and this year would like posters in town in reputable shops that have links to school. JOJ reiterated that there should be no student's faces on these posters.

Issues last year with tickets not given out to forms at the same time.

BCO suggested promoting in Assembly, unfortunately this didn't happen due to RCO absence. JOJ had ensured on the notices.

JOJ had had good feedback from parents when they collect winning hampers, they were much bigger than they expected.

We will continue with house colours to tie in with mufti day and look into possibility of form competition for prizes.

Would still like to draw the hampers in a whole school assembly, very visual. This will depend on new Heads view on whole school assemblies.

Suzanne would like more school support, need to get form tutors on board and possibility of form sheets to tick off tickets out and return. This could be a Senior Students job.

**BCO and JOJ discussed the feasibility of more promotion in briefing every day for a week to ensure all staff hear.**

## **Forthcoming Events:**

### **Dates for Parents Evening**

PTA members to man refreshment stall, discussion regarding level of business and profit. Only worth it if can be used as means to promote PTA in particular to KS3. **BCO to see SMC regarding level of profit and where stall is likely to be positioned.**

### **Sponsored Walk**

No SLT present to be able to discuss dates or agree whose responsibility it will be to organise. AB to take to SLT.

Had been discussed previously moving date to September, this may now clash with non-uniform day as all PTA Fund raising in the same term.

JOJ would like it to be noted that this is a whole school event and therefore was disappointed that not all staff were involved last year, marshalling was very limited. Also the issue with Gnosall students being allowed to go home rather than return to school.

These issues to be taken forward to the member of staff with responsibility for organising.

Also reminder that we would like to set up Just Giving page to receive the sponsorship.

## **AOB**

### **Email from mytutorweb**

Email issued for all to read (see attached) concerns with the issue of parent details and how this information would be used, the constant receipt of emails from the company and the questions answered being used as endorsements on the website. **Declined.**

This led to Liz mentioning the advert for tutoring on the Show My Homework site, are the school aware of this advertising and the cost. It may be interpreted as a school endorsement. **BCO/JOJ to notify Steve Richards.**

### **Requests for Funds from School**

#### **See letter from Kevin Mainwaring (PE)**

Felt that the bulk of items would not be of benefit to the whole school and therefore declined, however agreed to donate towards the Table Tennis tables. These would be used during PE lessons and as JOJ pointed out would be of benefit to the SEN dept for adapted PE lessons. Agreed to pay half up to a maximum of £600, was insisted that the PE dept must make their purchases as the same time, not be delayed for a later date.

Proposed JOJ

Seconded SB

#### **See letter from Kevin Mainwaring (Moore House)**

Again this was a request for one house only and the PTA would need to offer the same to each house. Questioned what had happened to the previous games and book boxes each form had that the PTA had donated towards? Declined.

#### **Car Boot**

Steve Richards is happy for us to use the car park. Concerns that there are lots in the local vicinity and would local people want to sell their goods in the local area, most committee members prefer to take their good further afield.

Members prefer to look at another big money raiser around Easter.

#### **Gift Aid**

JOJ asked if any members had ever claimed Gift Aid (Sponsored Walk), no one had any previous experience. Liz and Donna offered to help input details if required. Alan said the details can be found on the Charities Commission website. JOJ look into further.

#### **ID Tags**

Still required for Liz Storey and Donna Turpin, JOJ took photo of Suzanne's for reference to ask RCO.

#### **BCO – Letters to Kenya**

**Ben is overseeing whole school Literacy activity to send letters to linked school in Kenya. He would like some help with the covering the cost of getting the responses back to the UK. Ben will look into ways to fund and bring details to the next meeting.**

#### **DofE Centre**

Suzanne would like the PTA to look into helping with the funding to making Burton Borough a Duke of Edinburgh Centre requested Steve Ross present to PTA. JOJ to notify him.

Next Meeting – Tuesday 19<sup>th</sup> March 2016