



EDGBARROW SCHOOL PTA

Minutes of PTA Meeting

Held on 7 March 2017

1.	Attendance	ACTION																																
	<p>Attendees:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Andrew Johnson</td> <td>Chair</td> </tr> <tr> <td>Julia Smith</td> <td>Treasurer</td> </tr> <tr> <td>Steve Smith</td> <td></td> </tr> <tr> <td>Yvonne Bird</td> <td></td> </tr> <tr> <td>Sally Capaldi</td> <td></td> </tr> <tr> <td>Malcolm May</td> <td></td> </tr> <tr> <td>Donna Cooper</td> <td></td> </tr> <tr> <td>Guy Dwelly</td> <td></td> </tr> <tr> <td>Stuart Matthews</td> <td>School</td> </tr> <tr> <td>Louise Fletcher</td> <td>School (part of meeting)</td> </tr> <tr> <td>Sarah Rook</td> <td>Secretary</td> </tr> </table> <p>Apologies:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Richard Love</td> <td>Vice Chair</td> </tr> <tr> <td>Nicky Simmonds</td> <td></td> </tr> <tr> <td>Sandy Kent</td> <td></td> </tr> <tr> <td>Liliana Castle</td> <td></td> </tr> <tr> <td>David Bibby</td> <td></td> </tr> </table>	Andrew Johnson	Chair	Julia Smith	Treasurer	Steve Smith		Yvonne Bird		Sally Capaldi		Malcolm May		Donna Cooper		Guy Dwelly		Stuart Matthews	School	Louise Fletcher	School (part of meeting)	Sarah Rook	Secretary	Richard Love	Vice Chair	Nicky Simmonds		Sandy Kent		Liliana Castle		David Bibby		
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2.	Minutes from last meeting and matters arising																																	
	<p>Minutes were accepted with no matters arising</p> <p>Status of actions from last meeting:</p> <p>The Christmas raffle thank you letters have been sent</p> <p>Anny has agreed to help run the Christmas Evening next year</p> <p>Richard has bought a candy floss machine</p> <p>Richard is regularly monitoring the PTA email account</p> <p>The Career Event and refreshments were organised – see below</p> <p>Emails were sent for refreshments volunteers for parents' evenings etc.</p> <p>Julia contacted Sally about selling 2nd hand uniform at these events.</p> <p>We still need to find out who is the administrator for EasyFundraising, or else start up a new account.</p> <p>Account signatories have not yet been changed.</p>																																	
3.	Feedback from Careers Fayre																																	
	<p>There was a good turn out to the Careers Fayre:</p> <p>Year 8 = 155, Year 9 = 129, Year 10 = 106, Year 11 = 27, Sixth Form = 55; Total 472. Nicky did a fantastic job of organising all the stall holders. There were a few last minute withdrawals, but we still had over 50 companies.</p> <p>Thanks to Nicky for all her hard work. The buffet cost around £300 and included sandwiches, pizza slices, mini flapjacks and brownies. Unfortunately little was eaten. It is unclear whether stall holders just weren't interested in eating, or were unaware that it was available. Next year we will aim to serve</p>																																	



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	<p>a smaller, higher quality buffet, serve it earlier and position it somewhere more accessible, possibly the 6th form tuck shop with the tea and coffee. Sandy was shadowing Nicky as she plans to take on the organisation next year.</p>	
4.	Feedback from Painting and Gardening Day	
	<p>There was a reasonably good turnout of helpers, with around 30 at its peak. Mr Weir did a great job of organising everyone. Unfortunately Mr Elsey was unable to attend. Andrew organised refreshments which included bacon and egg butties, cakes, pastries, and an amazing freshly cooked chilli with nachos and toppings for lunch (with help from his family and Liliana). The butties went down well, but numbers started thinning out by 1pm, so there was quite a lot of chilli left over. Next year we will stick to butties, cakes and tea and coffee.</p>	
5.	Parents Evening Refreshments	
	<p>Andrew said that PTA help wasn't really required as the Yr. 10 prefects had done such a great job of serving the staff and parents. He asked whether the school could supply the milk as it was extra effort for PTA helpers. Louise said this would be fine and would let Helen Boomer know. Andrew and Richard will help at the Yr. 10 parents evening this week as the Yr. 10 prefects won't be available.</p>	LF
6.	Quiz night – Friday 24 March 7.30pm	
	<p>The quiz night has been held for several years, and is run as a 'bring your own' event, so people bring their own wine, drinks and nibbles. The quiz costs £7 per person for teams of up to eight people, to a maximum of 160 people, although this could increase if we move from the hall to the 6th form area. Malcolm has organised all the question sheets and school are happy to print them off. Malcolm asked for helpers including two scorers and two sheet collectors. Yvonne has offered to run the heads and tails game and will help with the raffle. Julia can also help with the raffle; the prizes will probably be wine, and Andrew will check the cupboard. Guy, Sally and Andrew said they could probably help on the night. Julia will take the payments and Donna will sort through the entries and let Malcolm know numbers. We will probably provide free tea and coffee, and free nachos. Older children are welcome, but are unlikely to be that interested.</p>	
7.	Sponsored Walk	
	<p>Stuart reported that the forms were being redesigned to make the process clearer and that the licence applications for next year were underway.</p>	
8.	Bags2school –24 April	
	<p>Sandy has organised this for late April and communications have been sent. Sally has already provided four bags full from the 2nd hand school uniform.</p>	



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9.	PTA email account and general PTA communications	
	There were some problems with access to this account, however Richard has been in touch with Edgbarrow IT department and these problems have now been resolved. Richard is monitoring the account. It was felt that communications were going OK.	
10.	Funding requests	
	<p>Edgbarrow School are taking over the Sports Centre from 1st April. The sports centre has lost its funding of in excess of £100k from various councils and Edgbarrow will now need to cover the fixed costs of around £35k/year. They are planning to hire it out as much as possible with block booking which will need minimal manpower. Some staff on zero hours contracts will be taken on to support as needed. The small hall will be a drama studio, the squash courts are now a dance studio and the bar area will be a PE classroom.</p> <p>To facilitate these changes the school needs to invest in some equipment. Namely;</p> <p>20 laptops and trolley £7.5k Phone and Wi-Fi systems £4k Signage £1700 Gym kit (some crash mats etc. have been left) Tables and chairs Exam desks PE staff office equipment Painting</p> <p>Total Cost £20k The school has requested that the PTA provide half of these costs, £10k. Julia confirmed that we had that money available, and it was agreed that PTA will fund £10k of this project.</p> <p>Stuart will also supply PTA a list of bids from school departments (which have been unsuccessful in applying for funds from the school fund).</p>	SM
11.	Any Other Business	
	<p>Sandy has emailed us a letter from the May Fayre organisers asking if we would like to be involved this year. In previous years we have done the dunk tank, graffiti artists and obstacle courses. These activities take a lot of time and money to arrange, and although great fun, only had a limited uptake. Edgbarrow are involved in the May Fayre through the band etc. Andrew felt that there was no obligation to get involved this year.</p> <p>Andrew reported that Sandhurst PTA had been in touch to get advice and share ideas. Sarah works at Sandhurst School and will meet with Donna Still.</p> <p>Yvonne requested that we hold a mufti day in support of Freddie Hunt, a local boy who has had to travel to the US for expensive brain surgery. Yvonne will email Louise the details and Louise will ask School Council.</p>	SR YB



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	<p>It was agreed that Operation Wallacea students would not be able to fund-raise at PTA events.</p> <p>It was suggested that to increase involvement in the PTA we introduce ourselves at the Year 6 evening and hold a social evening in October/November for new parents to meet each other and us. This could include the students, so we could have a few games/activities available.</p> <p>Richard has been reviewing fund-raising ideas and these were very briefly discussed. Below gives a snapshot of comments, not necessarily any conclusions.</p> <p>Car boot sale – this was thought to be a good idea. It had been done previously however bad weather had put people off</p> <p>Foreign coin exchange – Sarah will explore this further, Julia does not want to be sorting coins!</p> <p>250club – this was where everyone puts in £1 in regularly and a name is picked, and that person gets half the takings</p> <p>Cards/mugs (Christmas) – it was thought that this was better for primary rather than secondary schools</p> <p>Summer Dance/Ball – has been tried before</p> <p>Mother/father’s day gift shop – a lot of work for not much return</p> <p>Eduvoice surveys – likely to be little take up</p> <p>School prom photography – already done</p> <p>Year 7 disco – this went down well last time, we just need volunteers to run it.</p>	SR
12	Date of next meeting Tuesday 25 April	
13.	Close of meeting	