

PRIOR WESTON PRIMARY SCHOOL AND CHILDREN'S CENTRE PTA

MINUTES FROM MEETING ON 24 FEBRUARY 2018

Present: Simon McAndrew, Hveline Revenu, Loic Fossiez, Eva Stenram, Jo Pettifor, Kate Mason, Melissa Price, Roberta Cavallaro

Apologies: Louise Ketley, Kelly Ewers, Jassi Randell

AGENDA

1. PTA Constitution

- The PTA Constitution has successfully been updated and uploaded to the PTA UK website.

2. Treasurer's report

- Loic and Sarah have updated the signatories for cheques and have received the new PTA bank card. Online access to follow.
- The invoices for the residential trips have been paid. The bake-sale money collected last term will be used as a hardship fund for families struggling to pay for the trips.
- The committee also confirmed that the PTA funds would be spent on extra curricular activities. The very costly Christmas trips will be replaced with more relevant and valuable alternatives. It will also be OK for the school to ask for small parental contributions, in order to enable teachers to take the children on school trips more easily.

3. Auction of Promises

The Auction of Promises 2018 will be on Friday 11 May.

- Hveline has drawn up a list of tasks/roles that need to be filled. These need to be allocated asap.
- Eva and Hveline to man a recruitment table on Thursday 2 March (morning) and Louise in the afternoon. Loic and Simon to help too.
- Louise, Hveline and Simon will be the main organisers of the auction.
- Melissa, with the help of Eva, will co-ordinate the art in the auction.
- Mitra will manage the raffle.

Update of roles for the auction:

- Mark Lemanski - design of posters and catalogue
- Hveline Revenu and Louise Kettley - main organisers
- Eva Stenram and Melissa Price - art coordinators
- Mitra Karvandi and Anna Parkinson - raffle
- Eden and Amber - coordinate food
- Marie Ilias and Sandra von Lucius - coordinate business outreach

- Jassi Dhawan-Randell, Gareth Randell, Louise Kettley, Claudia Marciante and Laura - editors of promises
- Lois Fossiez - spreadsheet
- Vibeche - coordinate desk rotas
- Nicole Scott - bar, and help on the day.

4. World Food Feast

- Jo suggested that the PTA could help organise another World Food Feast on 27 of March.
- Eva, Sandra and Marie will take the lead to organise this again. Volunteers will be needed to help set up and wash up (and cook of course!). To be confirmed.
- A recruitment table for the PTA at this event would be a good idea.

5. Toy Sale

- Roberta suggested organising a toy sale.
- Jo will get back to us with a suitable date for this, perhaps in the week before Easter.
- Families can bring in their old toys that can be sold to raise money for school trips.

5. The Happening

- the school decides on a theme
- parents are needed to help run stalls and activities
- book stall
- food and fruit stall
- the return of the talent show

6. Music at the school

- After the success of the Harlem Quartet concert, Jo wants the school to host a concert every term.
- The next one will be Tom Martin's brass band (Tom is a parent at the school).
- The school will also look into more collaborations with the Guildhall.
- Other suggestions are welcome!

7. Next meeting: 23 March 2018 8:15am

Proposed agenda:

1. Treasurer's report
2. Auction of Promises
3. World Food Feast
4. The Happening
5. Toy Sale
6. Project week / after school clubs
7. The organisation of any other events that parents have suggested organising (school disco, quiz night, children's art exhibition, film club, bingo...) - dates needed!
8. Understand trips aspirations from teachers/ encourage suggestions
9. Help for book swap by Roberta - lessons learnt: it would be good to have 2 parents next year!
10. Finalising everything to do with the PTA constitution