

St Joseph's PTA meeting

Monday 20th January

The Community Class Room

Attendees

| | | |
|----------------------------|------------------------|---------------------------------|
| Yvonne Smith (YS) (Chair) | Siobhan Mcivor (SM) | Edyta Marciniuk (EM) |
| Basia Ozga (BO) (Co-Chair) | Caroline Gough (CG) | Katarzyna Piek (KP) (Treasurer) |
| Anne Farmer (AF) | Breedge Delaney (BD) | Stephanie Carty (minutes) (SC) |
| Catherine Balls (CB) | Therese Barrett (TB) | Kate Kenny (KK) |
| | Marta Organisciak (MO) | |

Apologies

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| Derry Gordon (DG) | Louise Brett (LB) | |
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Agenda

1. Handover and thank you
2. Future PTA meeting dates
3. School Disco feedback
4. Summer Fete
5. AOB

1. Handover and thank you

YS opened the meeting with a prayer and went on to thank KP for her hard work. KP was presented with a gift from the PTA as a token of gratitude.

KP explained that she would like to update existing records and filing before handing over all folders. She is off tomorrow and will handover once the folders are properly organised.

- KP to review, organise and handover all documents to YS asap.

2. Future PTA meeting

The group discussed future dates and agreed meetings will alternate between Mondays and Tuesdays to give people the opportunity to attend. Next meeting confirmed as Tuesday 3rd March 7pm.

3. School Disco

The disco raised almost 2k. Once expenses and refunds have been processed there will be an approximate profit of 1k.

- KP to process the refund for the glow sticks and complete all the expenditure spreadsheet.

Feedback from the disco

- The hats on sale were too expensive
 - Parents would like cheaper alternatives so children can purchase keepsakes/toys in addition to sweets.
 - KP suggested items are purchased prior to the disco, excess returned and not stored in the locker.
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- Price list and items on sale to be published prior to the disco so parents are aware of what will be on sale.
 - Glow sticks to be given to year 6 leavers for safety reasons.

4. Summer Fete

CG informed the group that Glen is willing to donate 5 bottles of Pimms for the Pimms stand. YS thanked CG.

Brochure- Previously 1/2 page advert was £45, while a full page advert was £75. If companies use the same advert as previous years that are entitled to 10% discount. Agreed 300 brochures would be enough for the day.

- SC contact DG to obtain access to PTA emails.
- Letterhead to be obtained from the office to update communications.
- Put a notice in the PTA section of the newsletter asking if anyone has editing skills to put the brochure together previous contact has returned to Poland.
- Yr 6 competition to design the brochure for the fete.
- Database of companies, donations and prizes to be circulated prior to the next meeting. Place on the agenda to determine who will be responsible for sourcing prizes.
- Discussed inviting Steve Pound and his replacement.- Louise Brett to use her contacts TB to follow up with Louise.
- Pupils to be asked what they would like to see at the fete
- Canvas teachers. What would they be interested in doing?

5. AOB

Uniform Sale

- Tracksuits to be given away as the logo is changing and there are quite a lot in the storage locker.
- They can be used for PE as well as Nursery children

Easter Raffle- Finalise details at the next meeting.

- KP to renew gambling license while she is still named on the account.

The committee discussed event licenses and alcohol licenses. An event licence should be sort when there is going to be disruption and noise in the local area. Alcohol licenses were also discussed and it was felt that an event license should be applied for to ensure the sale of alcohol is sanctioned and to safeguard in the unlikely event of any complaints from residents.

Last year there were complaints regarding the consolations prizes as the donations were all different sizes.

- The committee agreed a competition should be set for classes. Children will be encouraged to fill a box with Easter eggs. The winning class will be awarded a prize. Teachers will be asked to house boxes in their class but will not be expected to monitor the box just to promote the competition in class.
- Raffle tickets to be sold at £1 a strip to minimise waste and promote a greener competition
- 23 boxes needed each of the classes.
- It was suggested that boxes to be decorated at an event by parents.

Potential fund raising events

The group discussed classical music recital, a quiz night, Karoke and other possible fund raising events (Sponsored walk/family fun day/ St Joseph's got talent)

The pupils have a recital on 26th March. No other school events in February or March.

Amendment: Next Meeting 10th March at 7pm Community Classroom.