

St. Mary's PTA Meeting Minutes

Thursday 30 June 2022

ATTENDEES

Mrs Vassallo; Tanya Charlie-Kadambari (Chair); Donna Mentesh(Deputy Chair)
 Nora Kehoe (Treasurer); Laura Jackson (Secretary); Norah McDonagh; Sophia Symeou
 Mary Loftus; Nicola Warrington; Liza McDonagh

APOLOGIES ACCEPTED Sally Westley; Katharine Watt; Michelle Godenho; Christina Zuest-Peters; Catrina Conneey;
 Rosie Kenny; Veronika Holes; Nicola Youens; Hannah Atwell; Becky Woolterton; Sally barrett.

MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING 3rd February 2022	ACTION	STATUS	UPDATE
Donna gave details about the Read-A-Thon sponsorship starting on Wednesday 9th February to Wednesday 23rd February. Sponsorship forms will be emailed to parents via Parentmail and available in the carousel located in the office. Donna asked if teachers can promote this fundraiser within the school. The money raised from Read-A-Thon will go towards the new phonics programme Little Wandle. This will include both online and classroom resources.	PTA	Complete	The Read-A-Thon raised £2,816.00 This sum has gone towards the new phonics programme Little Wandle.
Dare To Be Different day will be on Friday 11th February. Children can wear up to four changes to uniform policy. £0.50p per change.	PTA	Complete	Dare to be different raised £567.00
World Book Day will be on Thursday 3rd March.	PTA	Complete	The children had a wonderful day dressing up as their favourite book characters.
Quiz- Around the world in 80 questions will be held at the school on Friday 18th March. Tickets cost £10 per person. There will also be a raffle on the night. Tania Walker has agreed to be quiz master.	PTA	Complete	This event raised £1,195.00 plus an additional £103.00 from donations towards the Ukraine appeal
Happy School Bags- There will be a collection on Monday 28th March.	PTA	Complete	Happy school bag donations raised £195.00.
Pre-loved summer uniform sale will be held in the amphitheatre on Wednesday 30th March.	PTA	Complete	Pre-loved summer uniform raised £218.00.
Happy Circus will be held on Sunday 24th April. Tickets will be made available on Monday 7th February costing £10 per person or £36 for a family of four. Under two's are free. We need volunteers to help on the day.	PTA	Complete	This event raised £2,268.00.

The Summer fair will be held on Saturday 25th June. Following on from the school theme diversity, we will adopt an around the world theme. Still in planning.	PTA	Complete	This event raised £5,258.00.
Haseena thanked the PTA in respect of paying for the tarmacking of the Reception playground. She has researched playground frames for the Reception playground that helps development as part of the curriculum. The PTA have agreed to pay for a playground frame to be installed in the Reception playground in May.	PTA	Complete	The playground frame has now been installed and has been a great success.
The PTA discussed and have agreed to pay for a defibrillator at the school. Tanya has successfully sourced one for £500 from the NHS. Haseena said that this will be a requirement for all schools to have one so St Mary's will be ahead of the curve. Hannah knows someone who does a first aid course and will enquire.	PTA	In process	Tanya has sent a purchase order so we should have a difibrillator on site very soon.
Nicola Youens has agreed to take ownership of Matched Funding.	PTA	In process	Discuss with Nicola Re: email to inform everyone with what information is needed to join Matched Funding.
Donna is organising a Dress up Wardrobe for themed school events that other parents can reuse e.g. Nativity, Roman day, Mexican day etc. Tania Walker has agreed to take responsibility of the Dress up Wardrobe.	PTA	In process	We are receiving donations for our Dress Up Wardrobe, thank you. All donations are welcome going forward.
CHAIR'S UPDATE	ACTION	STATUS	UPDATE/COMMENTS
Thank you everyone for all of your hard work in the preparation and during the Summer Fair in which we raised a amazing £5,258.00!! Without all of your continued support we would not be able to achieve this much needed amount of money that greatly benefits our school and children. Thank you once again! I am stepping down as Chair of the PTA from September. I have enjoyed my time as Chair and I will still remain part of the PTA team. Please see her parting words in the PTA Newsletter for July 2022. Junior playground updates will be coming soon.	PTA	In process	
TREASURERS REPORT	ACTION	STATUS	UPDATE/COMMENTS
See attached finance update	N/A	N/A	

HEADTEACHER'S UPDATE	ACTION	STATUS	UPDATE/COMMENTS
<p>It has been an exceptional year with the money raised and I offer a big thank you from all the teachers and governors.</p> <p>The reception children are overjoyed with the new playground equipment. Little Wandle has been very successful and we couldn't have bought as many books and resources as we have without your help.</p> <p>A big thank you to the year 4 mums and other mums within our school community for setting up the small hall for the First Holy Communion Breakfast. It was amazing and you created something very special.</p> <p>Huge thanks to Tanya and Nora for all of your hard work. We are really grateful and you will be missed.</p> <p>Haseena has looked into Chrome books for the school as they have better longevity. The school will need 60 initially.</p> <p>The school is in need of some portable air conditioners.</p>	N/A	N/A	<p>The PTA are very grateful for Mrs Vassallo's kind words and her continued support.</p> <p>The PTA have agreed to fund the 60 Chrome books and also the portable air conditioning units.</p>
ROLES/RESPONSIBILITIES	ACTION	STATUS	UPDATE
<p>Chair - Tanya Charlie-Kadambari</p> <p>Deputy Chair - Donna Mentesh</p> <p>Treasurer - Sally Barrett</p> <p>Secretary - Laura Jackson</p> <p>1)We need a small calendar team to take an overall responsibility and coordination of the Calendar in 2022-includes booking photo dates with Brian Morris Photography for end of September, coordinating sponsorship from 12 businesses, photo supervision and communicating props that may be needed via reps to parents, organising printing from the printing company.</p>	PTA	In process	<p>Update 30/06/2022</p> <p>Donna Mentesh will take on the role of Chair from September 2022</p> <p>Norah McDonagh will take on the role of Deputy Chair from September 2022.</p> <p>Sally Barrett has taken on the role of Treasurer from February 2022.</p> <p>Laura Jackson has taken on the role of Secretary from January 2022.</p> <p>Liza McDonagh has agreed to coordinate a team for the production of the Calendar.</p>

<p>Small events:</p> <ul style="list-style-type: none"> 2) Reception Parents Welcome evening (needs Chair/Deputy Chair plus 2 more) 3) MacMillan coffee morning (after Harvest Mass October) 4) Sports Day teas and coffees (Summer) 5) Stay and Play for Reception children in July which includes uniform sale 6) Social Media 7) 100 Club 8) Read-a-thon 11) Panto 12) Christmas cards 13) 2nd Hand Uniform 14) Happy School Bag 15) Container organisation 16) Raffle Coordinator- organises volunteers to source raffle prizes to supplement Christmas/Summer fair hampers and liaise with reps 17) Parent Social coordinator (Spring Term) 18) Dress up Wardrobe 19) Matched Funding <p>The person in charge of coordinating these does not have to personally be at the events but needs to sign up volunteers and let them know what needs to be done, where to find things etc.</p>			<p>Volunteers needed</p> <p>Volunteers needed</p> <p>Volunteers needed</p> <p>Volunteers needed</p> <p>Donna Mentesh Becky Woolterton wef September Donna Mentesh Tanya Charlie-Kadambari Hannah Attwell Laura Jackson Tanya Charlie-Kadambari Nora Kehoe Volunteers needed</p> <p>Brooke Hennessy Tania Walker Nicola Youens</p>
EVENTS/FUNDRAISING	ACTION	STATUS	UPDATE/COMMENTS
This years Christmas fair will be held on 26 November.	PTA	In process	Further details will follow.
SUMMER FAIR FEEDBACK	ACTION	STATUS	UPDATE/COMMENTS
Feedback from the Summer fair was overall very positive and suggestions agreed with going forward.	PTA	In process	Update rep guides to reflect feedback.
AOB	ACTION	STATUS	UPDATE/COMMENTS
Welcome to Liza McDonagh and Nicola Warrington who have joined the PTA.	PTA	In process	Liza will take ownership of co-ordinating a team responsible for the calender. Nicola will take over pre-loved uniform from Setember 2022.
Donna informed everyone that a dad is willing to donate laptops to the school after an office refurb.	PTA	In process	Further details to follow.
Kelly Harland will be organising the class portrait tea towels next term.	PTA	In process	Further details to follow.
Nora suggested organising a pre-loved sale of Holy Communion clothes.	PTA	In process	Further details to follow.

Hannah Attwell is researching a new Christmas card supplier.	PTA	In process	Further details to follow.
Suggested from a few members that a bigger sign for the Cross Country Race is needed for team St Mary's.	PTA	In process	Further details will follow.
Tanya Charlie-Kadambari is communicating with Winkworth with the possibility the may contribute to the new football kit.	PTA	In process	Further details will follow.
There will be changes regarding payment amounts to join the PTA 100 club going forward. The payment should gradually decrease throughout the year. Currently, if a member joins mid-year, they will not have the benefit of being included in all six draws.	PTA	In process	Further details will follow.
Reception parents welcome evening 22/09/2022	PTA	In process	Further details will follow.
Donna Mentesh will create a Whatsapp etiquette guide for school Whatsapp groups.	PTA	In process	Further details will follow.
Day of Many Colours - In aid of Mission together. Fundraising for a project in Malawi.	School	Complete	Details of money raised will follow soon.

DATE OF NEXT PTA MEETING			Thursday 15th September 2022
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