

ST PATRICKS SCHOOL PTFA MEETING 23.10.08 MINUTES

Present: Elinor Anderson, Andy Shirley, Paul Arrowsmith, Peter Dove, Isabella Meaden, Veronique Needham, Andrea Yr4, Fran Yr 1, Alison Keene, Helen Eaton, Fiona Bolton-Dowling. No teachers present.

Apologies: Letitia Bradley-Proulx, Pippa Moores, Andrea Hunt, Kelly Collier.

1. Introduction of new committee members Andy Shirley as Vice Chair, and Isabella Meaden as Secretary.

2. There was a discussion regarding the role of Class Reps
Need to manage expectations ie try to get across to parents that the role is to help the liaison between PTFA and Class, and Parents, and the Teachers, and so there are shared responsibilities
Need more access to knowledge about what the PTFA achieves

Action to be taken:

Produce a newsletter – use colour copy and images taken at PTFA events
- give information about the PTFA achievements, what funds have been raised, and what has been bought
Use a visual aid - make a big image of a thermometer/ or a bookworm to show how much is being raised over the year.

3. There was a discussion possible strategies to get more people volunteering.
Year 2 and Year 4 need help to get more reps.

Action to be taken:

Use Friday class assemblies to get the message across – could ask Mr Loftus to mention the role ie to clarify and inform about the role, with the emphasis that the children enjoy having parental involvement.

To help get more volunteers - put up posters on the notice board
- put notes in school book bags.

Ask Mr Loftus if it is possible for PTFA to organise a coffee morning after class assembly.

4. Paul discussed the Treasurer's Report – an accountant has been instructed, and the Balance of Funds currently stands at 7k
Suggestion for class reps to continue informing parents of 'The Giving Machine' = a non-profit making website which will automatically donate a percentage of the money

you spend online with various shops, to a charity registered with them (ie St Patrick's PTFA)

Also, the PTFA receives money when parents use the catalogue 'Yellow Moon'

Action to be taken:

Class reps can inform parents of these, and Paul to make sure The Giving Machine Info goes into one of the weekly school newsletters at some point.

5. Priorities for 2008/2009

There was a discussion regarding fund raising this year to focus on the Library.

Wish List = shelves, interactive white board, books and seating.

Action to be taken:

Fran and Andy offered to help with liaising with Mr Loftus to organise a sketch or design. Peter to email Mr Loftus to discuss this.

6. Events Calendar 2008/2009

Christmas Bazaar – Friday 12th December

Each class to organise 2 stalls each. We really do need 3 more volunteers to help with the Bazaar.

Helen (Reception Year) has offered to organise Santa's Grotto, and do the Craft Stall. Maybe could ask Letitia for helpful advice.

KS1 Carol Service – Tuesday 16th December 2 pm (Raffle Hampers)

KS2 Carol Service – Wednesday 17th December 7 pm (Raffle Hampers)

Christmas Party – Thursday 18th December. There are two sittings, just after lunch

Action to be taken:

Need a reminder note in newsletter/book bags for 12 volunteers needed per party
Raffle hampers – one per year group, class reps to ask for donations from their year
Peter to send email to request support from class reps.

St Patrick's Day Celebration – Instead of organising a Race Night. Adults only evening event.

Maybe dancing? Ceilidh? 80s Disco?

Have a raffle, Best/Worst Dressed person or Dancer.

Could ask people to bring along food for a buffet.

Have a Song Request List – could charge people for a request.

Action to be taken:

Isabella to book the Town Hall Saturday 14th or 21st March

7. Any Other Business

School Green Travel Policy – we need to know more about what is happening with the environmental/greener transport plan

‘Corsham/Box Matters’ Local Newsletter - This is delivered free to many homes in the local area. Some schools are represented in it, but St. Patrick’s is not.

Need to discuss further with Mr Loftus.

Cycling proficiency Course – This has been organised by the school for Year 6 children, although did not happen last year. Parents have been asking the Class Reps to find out if the school is running this course this year

Isabella to ask Mr Loftus.

Isabella to book venue for next meeting on 19th November. Either Pound Pill or Methuen Arms 8 – 10 pm

Peter to send Isabella a list of email addresses.

FOR THE NEXT MEETING’S AGENDA

Modern Languages Day

Need a list of parents with 2nd languages who could help out

Summer Fete

Our biggest event