

**William Gilbert Endowed School PTA
Minutes from the Meeting on Monday 22nd June 09**

Attendees:

Sue Whyld (President)
Kelly Houston (Chair)
Jane Munns (Vice Chair)
Helen Warner (Vice Chair)
Debbie Cavill (Treasurer)
Debbie Preston (Sec.)

Hazel Williams
Karen Lawley
Susanne Leeder
Bridge Charlton
Annette Cooke
Jane Arnold
(Quorum)

Apologies received:

A. Aston
A. Hewing
K. Nicholson
J. Hare
G. Mann
R. Storr

C. Huffington
J. Bond
S. Robey
D. Stubbs
W. Staples

Minutes:

• **Opening Welcome from the new PTA chair**

Kelly Houston thanked everyone involved with the PTA from teachers to parents for their help in welcoming the new committee and easing the transition from the old to the new.

• **Minutes of the last meeting and matters arising**

Minutes of the last meeting on 20th April 09 (AGM) were agreed to be a true representation of the meeting and so were proposed by Helen Warner and seconded by Sue Whyld.

• **President's Report**

Mrs Whyld welcomed the new PTA committee and commended the work undertaken to effect a speedy settling in process. She thanked all members of the PTA for another very successful May Fayre, in terms of both attendance figures and funds raised.

Mrs Whyld thanked Jane Arnold for her hard work in organising the recent summer ball which was very successful overall.

• **Chair's Report**

May Fayre: Kelly thanked everyone involved with this event: behind the scenes and on the day. According to the draft figures presented by Debbie Cavill a net profit of £2559.87 was raised. This compares very favourably to previous years:

2009	2008	2007	2006
2559.87	1674.43	2003.38	2227.63

This success was particularly helped by the raffle and auction managed by Karen Nicholson so particular thanks go to her for her hard work and success.

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Some discussions ensued regarding learnings and ideas going forward.

It was generally agreed that Saturday mornings are busy times for many families as children have sports and dance commitments up to lunch time.

In terms of which month is best, although the weather can be poor in May, June is Carnival time in Duffield and July can be very busy for school staff with SATs and Leavers events etc.

Future timings to be considered could be 12-3pm like Meadows, or straight after school, perhaps on a Friday, like the Christmas Fayre.

Action: review at September meeting when Mrs Whyld has more information about 09/010 school activity dates

Summer Ball Report: Jane Arnold reported problems experienced with Shottle Hall regarding ease of organisation and health and safety.

It was agreed that future events must have a secure contract in place.

Jane will confirm final budgets. She is still chasing some people for their auction bid monies.

The remaining balloons will be sold at Carnival from Wendy Staples' stall.

2010 Ball – Debbie Preston suggested canvassing opinion on the timing and format of next year's event. A less formal eating plan may release more ticket money for the PTA pot rather than the venue, and will also open up more venue choices.

Action: Debbie Preston will compile a short survey to be distributed to parents before the end of this term

- Spending Requests

Mrs Williamson presented a case for the purchase of costumes to use for role-play across a broad spectrum of teaching topics.

The cost of £388 was approved (quorum)

New requests for academic year 09/010 need to be raised

Action: Mrs Whyld will, with teachers' help, compile a wish list of spending to be discussed at September's meeting

- Remaining summer term events

Year 6 concert – Thursday 9th July, evening. The PTA can provide drinks if required but an alcohol license may be needed.

Action: Susanne Leeder will check what help Mrs Selfe requires.

Mrs Williamson will check licensing requirements with her neighbour (and for ongoing licenses through the year).

Year 6 leavers books – PTA member traditionally presents these on the last Friday of the summer term.

Action: Susanne Leeder will check if Mary Johnson-Evans is available to help

End of term disco – it was agreed it's usually too hot to run this in the summer term, but a roller world event may be possible in the autumn term.

Action: Helen Warner will check costs and dates

- Calendar of PTA events

Kelly presented an outline of potential forthcoming events from September '09 through to July 010. (There will be a permanent board available in school reception area to post notices).

It was suggested a fund raising target is displayed, alongside spending requests or our general spend so that parents know what we are raising money for and how much towards the target has been raised – this may make people keener to support events.

Action: Discuss further at September's meeting

- Newsletter production

Karen Nicholson has decided to hand over this activity. The PTA committee agreed to rotate production between the five members.

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Wendy Staples wished to sponsor the last issue but this didn't happen and so will be carried forward to the next issue.

Action: Karen Nicholson to forward current template to Debbie Preston.

Debbie Cavill to contact Tracey Batchelor and Oliver's Organics for outstanding sponsorship monies.

- Defining PTA roles

Kelly Houston requested all PTA members with roles outside the committee drop her a line by email if possible to define their roles.

- End of year treat for teachers/staff (thank you from the PTA)

It was agreed that this type of activity will be left to individual classes' parents to organize as PTA funds must be used only for the direct benefit of children

- Christmas Fayre: dates and details to be discussed at September's meeting

- Next meeting: Weds 23rd September, school, cheese & wine style, to follow Mrs Willaimson's kind agreement to move run a new parents phonics session early evening on this date.

Action: Kelly to organise personalised invitation to Reception parents to try to recruit PTA supporters amongst new parents