

Crowmarsh Gifford Primary School PTA Minutes

PTA Minutes from: January 15, 2019

The meeting was called to order by Flick Hermsen at 7:30pm

In attendance

Flick Hermsen (Chair) Emma Thomas (Secretary) and Mel Cornutt (Treasurer) and Sarah Lowe (Assistant to Treasurer)

Jo Morton, Anne Churchill, Paula Harding, Giovanna Mazzapioda, Louise Bridges, Michelle Reynolds, Rebecca Wilson, Sarah Higgs & Sarah Lowless.

Flora Barton (Head)

Andy Sylvester (Deputy Head)

Apologies

Apologies from all PTA members who were unable to attend:

Becs Wilkes, Caroline Rowley, Ruth Watson, Anna Franklin, Ruth Baroni, Amy Bagshaw, Michelle Hewer & Kairan Knight.

Introduction

Opening of meeting.

Spring Events

Film Club

- Due to time limits, unable to organize next FC in time for original proposed date of January 24th Rescheduled for Friday 29th March. Friday agreed as this causes less disruption to Choir.
- AS has advised he is happy to be a 'teacher presence' for all Film Night events in the hall.
- New event organizer volunteered, Paula Harding will now be the coordinator of the event, although all 'prep' will still be managed by the PTA board.

- All movies going forward must be 'U' rated.
- Suggestions for next choices welcome, put forward perhaps playing some of the classics which are due to be re-made (Mary Poppins, Dumbo etc)

Disco

- Thursday 14th February. KS1 1 hour, KS2 1 hour.
- Still need an event organizer. Request for volunteer to be communicated via PTA Class Reps whatsapp group, as well as Newsletter.
- Ratio of parents/carers and teachers discussed. To be updated on policy/procedure as necessary.

Spring Hunt

- Action for ET - speak to proposed 'landmark' owners within Crowmarsh to request if we can display something in each location.
- Action for ET – speak to Crowmarsh Stores, are they happy to handout maps and collect £1 donations.
- Ideally planned for February Half Term (time allowing for organisation)

Spring Designs (Mother's Day, Father Day etc.)

- Children to decorate an image, options for tea towels, mugs, coasters, tote bags etc. for parents to purchase.
- Action for PTA – check with Ruth Baroni (who organises Christmas cards) for information.

Bags2School

- Next planned date is Thursday 14th March.

2nd Hand Uniform

- Hasn't been successful trying to sell at recent events, although was at the 2018 Class R Introduction Meeting. Proposed change to how we sell. Perhaps once cleaned out, option of a rail on wheels being used for a week

by the school gates. Teacher on duty to take out, with a donation bucket, and parents/carers can buy before school at drop. Review success to see if something we would do on a termly basis.

- Have too much onsite, much being not of quality likely to be purchased by parents/carers.
 - Action – LB – non-branded school uniform, is there a charity donation we could utilise?
 - Clean up uniform stock – Action for PTA to speak to JL to organise.
 - E-Mail out to parents/carers – any uniform requirements, we can then look through stock and pass on via the office.

Non-uniform Days

- Discussed that £1 donation didn't match the children who came in without uniform on, but appreciate that especially for the younger ones, although they might be sent in with a £1 in their pocket, might not make it to the teacher. Options to try and make things easier for parents/carers is for the on-duty teacher in the morning to have a bucket for parents or children to drop their £1 donations in when they arrive for school at the front gate.

School Music System

Review of monies raised so far through donations at Music and Poetry Evenings, as well as performances (approx. £400). £200 donation from Mrs. Rance and her retirement fund!

VOTE: In favour of up to £400 to be donated by PTA for remaining amount.

Gardening Club

Review of recent activities completed by Gardening Club.

Request for Gardening Club Rota in school to be issued to parents, to see when our children will be gardening.

See info in supporting docs from Anna Franklin regarding what Gardening Clubs has been doing, and plans to do.

Cookery

Review of status and contributions from PTA. Discussed that still lots of parents/carers haven't paid the suggested £3 per child contribution, However, raised that wording on letter wasn't put forward as a request for payment. Updated letter to be sent out by school. Cooking to commence ASAP as partial funding from PTA allows it to financially, and MH is now released from kitchen duties at school.

Theatre Workshop

This was only ever put into place 3 years ago due to a cancelled December theatre trip for the whole school. However, it has now been PTA funded alongside the coach costs for the whole school theatre trip. Staff agreed that the coach funds for the whole school trip is the priority over the workshop.

VOTE: In favour to **not** continue committing to fund theatre workshop.

Thames Run

Will be discussed in more detail at next meeting, once we have firm details on requirements of needs from school to help manage with the Thames Run Committee.

Governor Rep

Jo Morton provided information on the role of Governors, her role specifically and a notice that any parent/carer with any queries to speak to her and she would be happy to help.

Feedback for Events

Christmas Fayre

Summary of monies as below:

Christmas Fayre - 2018			
Stall	Taken	Expenses	Total
Tombola	158.15	0.00	158.15
Raffle	189.00	56.30	132.70
Secret Santa	91.00	78.80	12.20
Snacks	482.21	249.22	232.99
Burgers	239.50	60.54	178.96
Craft	113.15	61.89	51.26
Games	38.30	25.33	12.97
Reindeer Hunt	15.50	9.39	6.11
Massage	37.00	0.00	37.00
Face Painting	40.00	40.00	0.00
	1,403.81	581.47	822.34
Year 5	308.96	60.00	248.96
	1,712.77	641.47	1,071.30

PTA Board will review for next year in terms of which ones we will look to continue. Some were a lot of work and effort with less return. Keen for Y5 to do their games run again to help support their maths curriculum with Mr. Morton. Face Painting options to be reviewed. Previously we had another parent; Claire Gorvin, and there was a 10% return of all profits which is preferred for next time.

Options for hampers. Louise Bridges spoke about a hamper option, will be looked into.

Teacher Feedback

Library

- Desperately needs updating for their non-fiction books, particularly Science and Geography (Atlases)
- World Book Day – proposed a £1 donation to dress up to help fund.
- Teachers to provide a 'wish list' for books and costs, PTA to then review for looking at funding. Or, if unable to this year with current fund, discuss and vote if this is to be our fundraising goal. Other options welcome – mention of playground markings as another option

Class Libraries

- Donation request wasn't massively successful
- Classes need more books to encourage 'reading for pleasure'
- Amazon 'wishlist' proposed – option for end of year gifts that parents can purchase a book to help build the library as a thank you for teachers. FB and AS to mention to staff

Air conditioning units

- AS raised request for portable air con units.
- Heat/shade blockers for windows
- PTA advised school to review possible suppliers and potential costs

AOB

Yearly Fee

Mentioned that option for parents to pay a set yearly fee, per child, which would cover all PTA fundraising. Discussed difficulty in managing (parents who opt in vs. parents who opt out) And wouldn't cover 2nd hand donations/unwanted gifts/purchases for cards/tea towels etc.

Crowmarsh Village Website

- Facilities section
- Playground update and plans for equipment

Dates for the Diary / school calender

Request for PTA Events etc. to be added for clear visibility to all parents/carers.

Lego Club

Paula Harding put in a request for funding for Lego to set up an after-school Lego Club.

- Review of safeguarding training for adult/children ratio
- Suggested due to expected popularity that a system put in place for fair distribution of attendance for children to come.
- Costs to be reviewed, all monies raised to be put forward to PTA.
- Until more details investigated, no vote required from PTA for funding.
 - Setup costs

- Suitable days/location
- Safeguarding training for all adults
- Ratio
- Rota for attendance
- Fees – donation to PTA, towards school book drive?

PTA Meetings

Planned for the following dates:

05/03/2019

30/04/2019

11/06/2019 – Final and AGM.

Summary of Actions:

Who	Action
ET	Speak to proposed 'landmark' owners within Crowmarsh to request if we are able to display something in each location.
ET	Speak to Crowmarsh Stores, are they happy to hand out maps and collect £1 donations.
PTA	Check with Ruth Baroni (who utilizes Christmas cards) for information.
LB	Non-branded school uniform, is there a charity donation we could utilise?
PTA	Clean up uniform stock – speak to JL to organise.
PH	More details for proposed Lego Club

Next Meeting

Motion to adjourn was made at 9:15pm and was passed unanimously.

Next meeting will be on 05/03/2019 7:30pm at Crowmarsh School Hall.