

Chandag Infant School PTA AGM (part 2)
(To appoint new PTA committee members 2021/2022)
Wednesday 20th October 2021

Meeting opened at 7:00pm in Chandag Infants School Hall.

Present:

Mrs Annie Smart (Head Teacher) (via Teams video call)

Mrs Claire Weeks (Administration Officer)

Mrs Anna Groves (Teaching Assistant)

Ivana Kirnerova

Rachel Trow

Ashlee Dunning

Becky Gooding

Geroge Carroll

Wendy Gomersall

Ali Richards

Charlotte Perriman

Liam Gregorious

Laura Rees

Jackie Stephens

Heather Dawson

Louise Newell

Ella Britton

Lynsay Johal

Apologies:

Laura Bevan

Aimee Youngs

Introduction:

Claire formally opened the meeting and asked everyone to introduce themselves. She thanked everyone for coming and explained that the last AGM had to be cut short due to the main committee roles not being filled.

PTA Roles:

The committee voted in the following people for the key roles:

Co-Chairs

- 1) Lynsay Johal
- 2) Laura Bevan (committee members officially voted Laura as Co-Chair via email - requested by Claire Weeks - on 21st October 2021)

Vice Chair

Rachel Trow

Secretary

Ashlee Dunning & Wendy Gommersall (sharing role, which will also include monitoring the PTA Outlook email account)

Treasurer

Ivana Kirnerova

Class Reps:

Badgers

Jackie Stephens & Charlotte Perriman

Hedgehogs

Alice John & Aimee Youngs

Squirrels

Ali Richards

Otters

George Carroll & Becky Gooding

Owls

Louise Newell

Kingfishers

Anna Groves & Liam Gregorious

Facebook Admins:

Laura Rees, Ella Britton & Wendy Gommersall.

Discussed this role further and for it to include other forms of communication such as posters on the class notice boards. Wendy to look into getting Laura and Ella as Facebook Admins.

Pre-loved uniform:

Heather Dawson & Angela McManus.

Financial Update:

This was discussed at the last AGM.

Funding Update/School Priorities 2021/2022

Mrs Smart spoke to the meeting about what the PTA helps fund and what the school would like.

Top of the list are 3 x 'Bug Rugs' which each classroom would love (3 classrooms already have) and are really great for the children and staff. These cost around £300 each.

The PTA also helps with classroom resources (£100 per class) each year.

Plus this year the school would like the PTA to split the annual fee of £2255 for the Read Write Inc phonics subscription.

The big spend/goal to work towards this year is an additional space for children to go to for quiet time/Thrive. Examples of this include a shed-type area or a shipping container which has been converted (both of these have been done at other local schools). The school will look into different options and costings and get back to the PTA.

The PTA also helps pay towards Christmas parties, Christmas craft morning, and the Pantomime at Christmas, all enjoyed by the children. Christmas crackers are also usually sourced by the PTA for the reception Christmas lunch with parents attending.

Actions:

- The committee agreed to buy the 'Bug Rugs' and Teacher Resources.
- Agreed to vote on big spends once Ivana has looked at the accounts (there needs to be a minimum of £1k left in the bank at all times).
- Agreed to let parents know how the money raised is spent (via Parentmail and Facebook posts over the coming year)

Ideas & Forward Planning

Fireworks Night:

This is booked for Thursday 4th November and the PTA has already committed to it. The committee discussed what has already been done and what needs to happen.

Actions:

- Rachel to set up a 'sub-committee'
- Rachel to pick up meat.
- Need a list of stalls and who will volunteer at each (Food, Bar, Sweets, Children's stock etc)
- Anna to be in charge of sweets and popcorn.
- Decide if we can sell hot drinks as alcohol doesn't sell as well on Firework Night.
- Rachel, Lynsay and Laura to go through PTA cupboard.
- Ella will buy stock for bar.

Christmas Fair:

The committee discussed having a Christmas Fair this year. It was put to a vote and decided that it should still go ahead as it is a good fundraiser and lots of the children and parents missed out on it last year due to Covid. Discussed what stalls to do and possible layout (what to do in each classroom).

Stall ideas included: raffle, tombola, cakes/drinks, singing, simple crafts and/or games, selling Christmas trees, chocolate stall, face paints, book stall, making reindeer food.

Agreed to do it on Friday 10th December after school (Christmas Jumper Day).

Actions

- Sub-Committee to be formed-date TBC (after Firework Night)
- Class Reps to send messages asking parents for raffle prizes.

School Disco:

It was agreed that the PTA would put on a 'New Year's Disco' in January. The group discussed the idea of separating the year groups and when to have the disco (same night?) but it was agreed that it would be one 'family disco' for all year groups and for it to take place on one night.

Proposed date & time: Friday 21st January 2022. 5:30 - 7pm. TBC

Discussed having a bar for the adults.

Previous discos have been held at Mendip hall (Wellsway). Jojo Sparkles was mentioned as a possible DJ and has been used at the Junior school disco recently.

As it is open to Reception, Year 1 & 2 tickets will have to be on a first come, first serve basis as hall capacity will be limited.

Actions:

- Sub-Committee to be formed after Christmas.
- Claire to contact the Juniors to ensure the dates don't clash.
- Lynsay to contact DJ
- Ask Ruth (previous Chair) for email contacts from previous discos.
- Check hall availability and capacity.

Other Fundraising events:

The following events were discussed and potential dates were decided. Sub-committee dates TBC closer to the time.

- Quiz Night, Friday 4th March.
- Wine Tasting (and possibly cheese tasting too), Friday 6th May
- Summer Fair, Saturday 2nd July (11-2)
- Everyone liked the idea of doing class Tea Towel -Lynsay to look into this.

Bake Sales:

It was agreed that the PTA would host a Bake sale each term with each year group taking it in turns to organise and run.

Discussed the idea of having a theme for each one and Mrs Smart to pick winners (competition to be promoted).

The following dates were decided:

- 'Autumn' Friday 12th November-Year 2
- 'Valentines' Friday 11th February -Year 1
- 'Spring/Easter' Friday 1st April-Reception

- Summer TBC.
- Pre-Loved Uniform to be sold alongside (Heather & Angie)

We will also need cakes for the Christmas and Summer Fairs.

Actions:

- All Bakes Sales need to be advertised on the Facebook page and posters to be put on the class notice boards.
- All class reps to put a message on the class WhatsApp groups with the date and asking parents to bring in cakes....and buy them!
- Volunteers to run the stalls to be decided nearer the time.
- Heather and Angie to organise Pre-loved uniform sales-maybe post this info too so parents know what to expect.

*Pre-loved uniform was discussed with the Rags to Riches (below)

Mufti Days:

The following Mufti day themes were also decided (dates already set to coincide with the Junior School)

- Friday 17th December-Christmas
- Friday 17th Feb-Standard Mufti Day
- Friday 8th April-Theme to be decided (Lynsay to speak to Ruth at Juniors)
- Friday 26th May- Queen Jubilee (Red, White and Blue/dress as royalty?)
- Friday 17th June-ask children to bring in a bottle for the Summer Fair.

Discussed having a Crazy hair day as really popular with the kids last year but no date was set.

Actions:

- Class Reps to post message on class WhatsApp groups nearer the time, include PTA bank details for those who don't have change.
- Posters to go on class noticeboards.
- Facebook post.

Sponsored Events:

The committee discussed what has been done in previous years. Running laps, an obstacle course, sponsored read/silence and dance-a-thon were all discussed as possible ideas.

Actions:

- To be looked at in the New Year.

Christmas Party:

Lynsay asked Claire what needs to be done on behalf of the PTA for Christmas. The committee discussed what the PTA has done in previous years.

Actions:

- Charlotte to look into Father Christmas (for 17th December)
- PTA to supply the party bags for the Christmas parties (all year groups)
- PTA to donate prizes for the games at the Christmas parties-2 or 3 per year group (see if there is anything in the PTA shed)

Rags to Riches & Pre-loved uniform:

Wendy explained to the group about Rags to Riches. It is in conjunction with the Juniors and parents are asked to bring in clothes donations, (doesn't have to be children's clothes) they are sent off and the school gets cash depending on how much is donated (made £40 last time).

Parents need to bring in their items in a black bin liner on the morning of the designated date. PTA volunteers need to be available in the morning to collect the bags and take them to the juniors. The dates are as follows:

- Monday 8th November
- Monday 7th March
- Friday 20th May

The pre-loved uniform was also discussed and it was explained that it needs to have the new school logo (or no logo) be in good quality and has to be washed if necessary (anything from the lost property needs to be washed!)

Actions:

- Volunteers to be available on Monday 8th November (after drop off, by 9am) to collect bags and take to the Juniors.
- Volunteers also need to put bags of donations into the PTA shed (the week before at drop off and pick up) to be stored ahead of collection day.
- Class reps to put out a message on the class WhatsApp group telling parents about this event and the date to bring in their clothes-must be in a black bag.
- Dates to go in Newsletter, on Parentmail, and on PTA Facebook page.
- Rachel and Lynsay to see what uniform is in the PTA cupboard and take to Heather and Angie for them to look through and wash (if needed)
- Wendy to change the email contact for Rags to Riches to Heather.

Vote of PTA spend for the next term:

The following spend/items were voted for, in favor (pending a bank balance check by Ivana).

- Fireworks Night cost - £2,250 display, £120 ambulance, £160 food, £50 games, £150 children's stock, £21 bar licence, £140 bar stock (estimates)
- Christmas party cost - gifts, games, food, drinks.
- Class wish lists - £600 (£100 per class)
- 3 x bug rug costs- £900 (3 x £300)
- Craft morning cost - £50

Bank signatories for 2021/2022:

The need for more than one bank signatory was discussed. Ivana will be one signatory. Liam volunteered to be a second. A third will be arranged.

The meeting closed at 9:00pm.