

**Minutes of St Thomas' PTA Meeting
Monday 11th February 2019**

Attendees: Becky Judson (PTA Treasurer), Angie Pollard (PTA Secretary, acting as Chair), Alison Last,
Helen Reeves, Becky Morris, Becky Till (acting as Secretary), Lyndsey Page (KS2 Computing Lead),
Sarah Clayton

1. Minutes of the last meeting and Finance Overview

1.1 Minutes from the last meeting

The draft minutes from the 16 January 2019 were reviewed and approved.

Action – Gemma to check all committee have access to Dropbox PTA folder. Action carried forward from January.

1.2 Finance Overview

No significant change to overall financial position further to the January meeting, with £11k in the bank.

Fundraising from the clothes recycling is now confirmed as £200. Thanks to Rhiannon Collins for organising this initiative which funded the majority of the Chess Club set up (£250+VAT). The PTA would also like to extend thanks to Mr Campen & Mr Bleasdale for their time and efforts into establishing the Chess Club, which is reported to be extremely popular amongst the KS2 children.

2. Survey

The survey has now closed and analysis of the 130 responses is underway. Update to be made to the March meeting.

3. Wish List

3.1 iPads

Lyndsey Page (IT Lead for KS2) attended the meeting in order to answer any queries in connection with the school's funding request for £4720 for the purchase of 15 iPads, 1 iPad trolley and 15 iPad cases. Lyndsey provided a detailed overview of the background to the request, which is to supplement the existing 15 iPads at the KS2 site. Children currently are timetabled one session per week to use iPads on a 1 between 2 basis, and an additional 15 iPads would enable children to have sole use of one device for their timetabled slot.

The iPads are also used across many subjects and a detailed list of all apps which are currently used was provided by Lyndsey (see appendix 1). In addition to Computing, iPads are used by the children during the following lessons; Maths, English, Art & Music, History, Geography, Science, R.E & P.S.H.E, French and during SEN sessions. Lyndsey explained how the devices really can make subjects come alive for the children, and the PTA acknowledged what a worthwhile investment they will be.

The PTA thanked Lyndsey for her time in attending the meeting, and are fully supportive of funding the iPads. Given the expense involved, the PTA have committed to focussing fundraising initiatives for the rest of the 18/19 academic year to raise money for the iPads. It is agreed that fundraising for the rest of the year will refer to the target of £5k to fund the additional 15 devices.

3.2 Yearbooks

Ideally for year 6 pupils, a collated book of memories of their years at St Thomas. No budget is known. It was agreed that this be brought back to a later meeting in the year, with a view to proposing for the 19/20 academic year.

3.3 Books

Discussion took place over the need for books for both the reading scheme and library books. Lyndsey Page offered to liaise with both Victoria Shaw (Literacy Lead) and Sarah Brierley (KS1) to find out what type of books and quantities needed to supplement the existing provision.

Action – Lyndsey Page to liaise with VS and SB and report back prior to March meeting. Gemma Gordon to also raise at next meeting with school.

3.4 Performing Arts

Quotes have been obtained for Z-Arts (based in Hume) for the provision of drama and crafting sessions to be provided at school. It is agreed that the details will be saved pending final review of the survey responses.

3.5 PALS Resources

The before and after school clubs would benefit from some additional materials and supplies, for example a subscription to 'First News.'

Action – Becky Judson to seek feedback from the PALS team for details of any additional items that would be of use.

3.6 Lost Property Boxes

It is agreed that the PTA will fund the purchase of 1 x lost property box for the KS1 site and one for the KS2 site if needed.

Action- Angie Pollard and Helen Reeves have offered to set up a system for the sorting and distribution of lost property items. Seek feedback from the Site Manager / Caretaker prior to ordering the box to ensure it is fit for purpose.

NB: Becky Till has since spoken with Trevor (KS1 Site Manager) and provided her mobile number so Trevor can contact the PTA. Trevor has been advised that we are to fund a new box, he will look into storing the items inside the school to keep dry.

4. PTA Communication

The Ambassador's What's App Group is missing representation from approximately 4 classes. Angie Pollard will message the current Ambassadors and seek assistance from other parents to identify parents who may be willing to join as an Ambassador. Failing that, Angie will post a message on the PTA Facebook page and prepare an email for distribution from the school office.

Action: Angie look to appoint an ambassador from each class.

Action: Angie to prepare a current list of PTA members and distribute.

It is agreed that a PTA team photo will be taken at the March meeting and posted to the FB page and shared via what's app. This is for the purpose of raising the profile of the PTA and ensuring parents and staff know who the PTA members are.

Alison Last has kindly offered to take up the role of Communications Manager for the PTA. The PTA are extremely grateful to Alison and look forward to developing Communications on behalf of the PTA.

Sarah Clayton has been looking into alternative IT platforms that the PTA could adopt. It is noted that Beaver Road Primary School in Didsbury have an online platform which is reported to be well used by parents.

Action: Sarah Clayton to liaise with the contact at Beaver Road PTA and research IT used.

5. Fundraising Initiatives & Events

5.1 Fashion Show

The PTA have received the fantastic news that the fashion show can be held in the infant hall. It is hoped that this can be held during the Spring Term in collaboration with Moo Boutique. Jo Elliott is organising the event.

The clothes swap event could potentially be held on the same evening, whereby participants pay £5 to join in the swap. As no clothes are bought through Moo on the actual night of the fashion show, it is felt that we could incorporate the two into one event.

Action: Alison Last to follow up with Moo Boutique for potential dates.

5.2 Mother's Day

Becky Judson and Angie Pollard have identified options for bulk ordering of presents for Mother's Day. Becky Judson is to review options and place an order.

5.3 Singalong / Move Night

Becky Till and Becky Judson to prepare a costing proposal for the two options and bring back to the March meeting.

5.4 Easter Colouring Competition

Gemma Gordon is coordinating and all organisation is in hand.

Please note the Easter Bonnet competition is being organised by the school.

5.5 Clothes Collection

Based on the success of the January clothes collection, it is agreed that the PTA will organise this on a termly basis going forward. The next collection is to be organised for the Summer Term.

5.6 Smartie Challenge

A number of charities and PTAs have been fundraising through the Smartie Challenge. Each child would receive a tub of smarties (to be funded by the PTA), eat the Smarties and then collect coins to fill the tube! A smarties tube can fit around £28 in one pound coins and £12 from 20 pence coins. If all pupils completed the challenge and returned filled tubes with 20 pence coins, this would raise sufficient funds for the iPads.

Action – Gemma to confirm if school are happy for the PTA to organise the Smartie Challenge. If acceptable to the school, Alison Last, Becky Till and Sarah Clayton will organise.

5.7 Co-Op Local Causes

Action: Sarah Clayton to look into applying to be a local cause for the Co-Op.

5.8 Estate Agent Sponsorship

Action: Sarah Clayton to research if any local agents are willing to be a sponsor.

5.9 Day Trips

Discussion took place around summer days out and it was agreed that a family friendly trip to the seaside / theme park were the preferred options.

Action – Becky Till to research options and bring back to the March meeting.

6. Next PTA Meeting Dates for 2019

- March – Thursday 14th March – location tbc
- April – Wednesday 24th April
- May – Tuesday 21st May
- June – Monday 17th June
- July – Monday 15th July
- September – Tuesday 10th September