

Chesterton Community College
Parent Teacher Association
Minutes of the Meeting held on 14 May 2013

In attendance:

Ania Anderson (AA), Clare Bartlet (CB), Julie Broomfield (JB), Lucy Carlson (LC), Ewen Chamberlain (EC), Lynn Clift (LC), Jayne Clough (JC) (Treasurer), Renata Dallaway (RD) (Secretary), Jane Dominey (JD), Katherine Hutchinson (KH), Gill Leamond (GL), Caroline Mattin (CM), Ann Nicholls (AN), Rolf Purvis (RP) (Deputy Head), Sarah Reakes (Vice Chair) (SR), Kathy Ritchie (KR), Liz von Hippel (LVH), Sally Wall (SW), Natasha Werdmuller (NW) (Chair)

Apologies were received from Shayne Mitchell (SM), Lis Evetts (LE) and Eileen Hori (EH).

NW welcomed everyone to the meeting and thanked them for coming.

1. Approval of the minutes of the meeting held on 12 March 2013

The minutes were approved.

2. Feedback from Quiz Night

NW noted that the Quiz Night had been a fantastic success, particularly in terms of its broad appeal to students, teachers and parents, and in the amount of helpers on the night. She thanked everyone who had taken part.

It was explained that the food costs had been expensive (£400) compared to recent years when Melissa Plowden-Roberts had generously subsidised the event by contributing the catering free of charge. This left a significantly lower overall profit.

Suggestions for the future:

- More crackers and less cheese (would also be cheaper)
- More crisps
- More soft drinks
- Raise child price to £2 or £2.50 – adult price to remain at £5
- Get a Bookers card to reduce food costs
- Change booking system and get payment in advance
- Swap Quiz sheets with Bassingbourn VC to save work

NW stressed that though the purpose of the Quiz Night was social as well as fundraising, it was necessary for the PTA to generate more income if it was to continue funding department requests.

It was agreed that an extra Quiz Night should be planned for the autumn term 2013 to get new parents involved.

3. Refreshments at Parents' Evenings

RD thanked all those parents who had helped with this in the previous term and asked for volunteers for the summer term. She noted that two helpers were needed per session and that preparing drinks, washing up and being generally friendly for 1.5 hours were all that was needed.

This term's dates are:

Thursday 23 May (year 8)

4.30pm to 6pm Birgit Federle and Jane Dominey
6pm to 7.30pm Rebecca Gillett and Lis Evetts

Thursday 13 June (year 9)

4.30pm to 6pm **1 helper needed** and Shayne Mitchell
6pm to 7.30pm Sylvie Hodgkinson and Maria Weston-Dingle

Thursday 20 June (year 7)

4.30pm to 6pm

2 helpers needed

6pm to 7.30pm

1 helper needed and Clare Bartlet

It was noted that Caroline Mattin, Karen Medcalf, Ania Anderson, Liz von Hippel could not fill gaps this term but would could act as reserves on filled dates or had offered to help on future occasions.

RD will set up and provide supplies on each occasion.

Action: Contact RD if you can help.

4. Table Top Sale

This is now scheduled for SATURDAY 6 JULY in the Farnsworth Hall (NB not 13 July as previously noted).

TW noted that tables could be booked for £7 (price reduced from £10 after discussion) and users should sell their own stuff and clear away any leftovers. Table layout would be agreed in advance and numbered and booked on a first come first served basis to avoid conflict over pitches! Students would also be invited to book tables. A maximum of 25 tables would be allowed in the Farnsworth Hall, with the option to set up more in adjacent classrooms subject to agreement with Tina Walker.

The PTA would supply refreshments, sell second hand uniform and run a couple of tables to sell items donated by those unable to attend.

The event would be advertised widely via Parentmail, in the Sports Centre and to the feeder primaries. Advertising on a carboot site and starting a Facebook page were also suggested.

TW noted that the caretakers had been extremely helpful in setting up previous events and she would give them a layout in advance.

Action: JC to take bookings. TW to advertise. Emails would go out asking for volunteers for refreshments/uniform/PTA stall.

5. Prize Draw

JC noted that this had been renamed the Chesterton Monthly Cash Prize Draw and she had redone the form.

The price remained at £2.30 per ticket and the draw was made on the last day of each month. Prizes remain at £40, £20 and £10.

JC stressed that this was a much-needed regular earner for the PTA and encourage more families to join the 40 families already signed up.

Advertising would go out on Parentmail and with the information for the new year 7s. It would also be promoted at the year 7 and year 9 parents evenings.

To enable further publicity, it was suggested that a permission box should be put on the form so that participants could agree or not to publicity if they won, or alternatively it could be mentioned on the website that a year 7 parent/staff member/teacher had won that month's draw.

Action: JC and those attending parents' evenings.

6. Faculty requests

JC noted that some items including saucepans, an overlocker and piano had already been purchased and outstanding items would be chased up. TW would send out a Parentmail during the term to tell parents what the PTA had funded this year, as it was acknowledged that many were not aware.

Action: JC, KH.

7. Easysearch and Easyfundraising

TW encouraged everyone to use

Easyfundraising <http://www.easyfundraising.org.uk>
and **Easysearch** <http://chestertonpta.easysearch.org.uk/>

It was noted that Chesterton PTA receives 0.5 pence for every search made using Easysearch, and if everybody in the school community used it to do just 2 searches a day we could raise an extra £7,300 for the school.

So far this year we have raised £500.49, £398.27 of which is through shopping and £102.22 through Easysearch. We have 40 registered supporters of whom at least 10 are moderately active.

Action: all.

8. Q&A Session with Rolf Purvis

This helpful discussion concentrated on:

- Uniform policy – new rules, price, fit, quality
- Homework policy – projects, reduced homework for year 7
- Teaching and setting of languages – setting of German in year 7, Latin in year 7
- Attendance – rewarding 100% attendance
- Introduction of Ipads
- Vertical tutoring
- House names

RP took numerous questions and noted concerns expressed by the PTA which he will feedback to the relevant management.

Action: RP

9. Any other business

AA pointed out that parents might not be aware of the opportunity PTA meetings provided to discuss school issues with Senior Management and this could be more widely advertised.

Action: PTA committee

It was agreed that provision of wine and soft drinks at PTA meetings was welcomed and should continue.

Action: PTA Committee

10. Date of next meeting

Tuesday 18 June 7.30pm, with a member of Senior Management to attend. Dates to be set for AGM and all meetings in 2013/14.

Action: TW to confirm who will attend from Senior Management.

RD to check room booking and send out reminders.