

Chesterton Community College
Parent Teacher Association
Minutes of the Meeting held on 17 April 2012

In attendance:

Clare Bartlet (CB), Julie Broomfield (JB), Renata Dallaway (Secretary) (RD), Jane Dominey (JD), Sophie Evans (SE), Birgit Federle (BF), Kath Hutchinson (KH), Stella Parry (Chair) (SP), Mark Patterson (Principal) (MP), Melissa Plowden Roberts (Treasurer) (MPR), Sarah Reakes (Vice Chair) (SR), Ciaran Stichley (CS), Jim Warwick (JWa) Julie Williams (JWi)

1. Apologies

Eileen Hori (EH).

2. Approval of the minutes of the meeting held on 24 January 2012

The minutes were approved.

3. Matters Arising

Staff requests - defibrillator

MP noted that the school defibrillator had already been purchased and was kept in Wendy Palmby's office.

Action: *MP to ensure all staff know about existence and location of defibrillator.*

MP to talk to Tracy Roden about notifying other users of school premises of the existence of Sports Centre defibrillator outside school hours.

Staff requests - PE Department

Action: *MPR to check with Carl Humphries about amount needed for Olympic competition prizes.*

Student Voice requests

MPR outlined the progress with the Student Voice requests. £3,000 had been passed to the school for this purpose and would be used during the course of the year. To date sofas, a plaque for Joe Herrington, refreshments at the Joe Herrington Memorial match and a chewing gum bin had been purchased and £150 had been given to Mr Kelly for an upgrade to the school newspaper.

Action: *MPR to ask Siobhan Murphy to talk to the PTA before purchasing items not already agreed on the Student Voice list.*

4. Treasurer's report

MPR circulated and explained the Treasurer's Report from 1 January 2012 to 21 March 2012.

She noted that Wendy Palmby had kindly donated her commission from a jewellery sale in the staffroom to the PTA.

MPR explained that it had been agreed that by the donor, the school and the PTA Committee that the £56,496,55 received in gift aid following last year's anonymous donation would be directed towards the employment of a SEN specialist. This post would focus on helping students identified with dyslexia, dyspraxia and dyscalculia or a combination of the three conditions. Jo Burrows had now been appointed for 1 year full time and 1 year part time and would be working with teachers and students, with the aim of leaving a legacy of teaching methods which would be taken on by all the teaching staff. SE noted that dyslexia-friendly classrooms would help all students.

MPR noted that the school was asking for further funds to add to the £160 allocated for resources for the post, which was all that remained after the employment and advertisement costs. It was agreed that the PTA would donate £340 now and invite Jo Burrows to apply for further funding in the next Staff funding pot in Autumn 2012.

Action: *MPR*

It was agreed that funding from Specialist Funding Bodies might also be available for this purpose and MP will look into this.

Action: *MP*

It was agreed that Jo should be invited to a future meeting of the PTA.

Action: SP

5. Future Events

Quiz Night 18 May

Responsibilities on the night:

Question setting	Mark Patterson
Quizmasters	Lloyd Brown and Steve Erickson
On the door taking the ticket money	Sophie Evans and another
Liaising with caretakers	Sarah Reakes
Projector	Clare Bartlet/Kath Hutchinson (involve Gary Harper)
Bar	Jan Mason, Renata Dallaway and another (RD to find)
Food	Melissa Plowden Roberts
Purchasing and delivering drinks	Sarah Reakes and Stella Parry
Prizes	Stella Parry
Publicity	Renata Dallaway/Kath Hutchinson
Interval fundraising	Stella Parry
Promotion of Easysearch/fundraising	Renata Dallaway
Getting set up and clear away help	Stella Parry/Renata Dallaway
Overall	Stella Parry

Ticket prices: £5 for adults, £2 for children.

Booking: as last year – bookings must be made in advance to avoid breaking fire regulations but payment on the door.

Timing: Doors open 7pm, start promptly at 7.30pm.

Other fundraising: Heads and tails during Interval.

Capacity: 22 tables of 8.

Prizes: SP will organise prizes for top adult/mixed team and top student team.

Publicity: RD will circulate flyer to parents via Parentmail, to staff via KH and to pupils via KH who would pass to form tutors.

Clare asked for a quick rehearsal of any 'sounds' round which had proved difficult last year.

Action: (As above) MP, Lloyd Brown, Steve Erickson, SE, JWi, SR, CB, KH, Gary Harper, Jan Mason, RD, MPR, SP.

(In addition)

MP to speak to Jan Males about rehearsal for sounds round.

RD to find third person for bar.

SP and RD to find volunteers for set up/clear away.

Celebration of new books in International Library plus ESOL tea party

It was agreed that SP would discuss this further with Sarah Adams. The consensus was that a better turnout would be achieved by inviting the Community Club rather than just the ESOL group. The possibilities of an informal lunchtime event in the second half of the summer term were discussed.

Action: SP, Sarah Adams

So Mango

SP noted that Rosemary Parkinson had offered another gig by So Mango with proceeds going to the school. This was welcomed.

MP suggested that the Farnsworth Hall would be a bigger and more appropriate venue than the Portland Arms (which had been packed at the last gig) as this event might appeal to many parents, especially new parents and staff.

Action: *SP to speak to Rosemary about potential dates with a view of organising this early in the Autumn Term.*
SP to check date with Tina Walker.
SP to promote event at AGM in September.

PTA presence at Parents' evenings and Year 7 evening plus PTA stand/ badges/logo

SR noted that she was working on development of a PTA logo, banner and badges.

Action: *SR*
KH to send Chesterton logo to SR.

It was agreed that the logo could be used on the banner and on badges for PTA members at all events, including parents' evenings. It was agreed that helping with refreshments at parents' evenings could be used to promote the PTA more successfully.

The problem of reaching a wider range of families from a broad range of feeder schools was discussed. It was suggested that PTA members used their contacts to draw in others. It was pointed out that many year 6 parents would be concerned about their children starting secondary school as they would have far less involvement with the school on a daily basis, and that involvement in the PTA could be promoted as a positive way of getting to know the school community and help the school.

Action: *JB to give contact details of Mayfield parents*

Induction evening Monday 25 June

It was noted that the stand at previous Induction evenings had not been very successful and was easy to avoid.

It was agreed that a member of the PTA would go to each classroom with the Year 6 parents, wearing the new badges, say a few words and invite parents to speak to them afterwards. JB, CB, SR, JW, SE and SP volunteered to do this.

Action: *JB, CB, SR, JW, SE and SP*
SP to brief volunteers via email.

It was agreed that the date of the AGM could be announced at the Induction Evening (and via Parentmail at the same time) to give sufficient notice. A date could then be scheduled soon after the start of the autumn term.

Action: *RD*

6. Presentation by Mark Patterson

MP spoke about the school's direction of travel, in particular strategies to improve students' learning and progress and behaviour for learning. He spoke about strategies to improve teaching with the aim of following best practice to improve the attainment of all pupils in the school. He encouraged responses to these proposals via email.

7. Any other business

Easysearch and Easyfundraising

MPR noted that the current Easyfundraising total of £78.11 would be received later in the year.

It was agreed that this and Easysearch should be strongly promoted to staff, students and parents as an easy way of raising funds for the school. KH noted that Easysearch was now on the students' favourite landing page. Eileen Hori's suggestion that Easyfundraising could be promoted on all PTA emails was welcomed.

Easyfundraising www.easyfundraising.org.uk/causes/chestertonpta

Easysearch www.easysearch.org.uk

*Action: MP to find out if a sentence on Easyfundraising could be added to all parentmails.
MP to promote use of Easysearch when the school is given Business Class Initiative partner.
RD to provide slips of paper giving details for each table at Quiz Night.*

Fairtrade

BF proposed that the school consider providing Fairtrade school uniform polo shirts, at no more than the cost of current polo shirts, with the aim of becoming a Fairtrade school in due course. This idea was welcomed.

Action: BF to make presentation at next PTA meeting on 19 June.

School lunches

Parent concern about portion size and menu choices was noted. MP encouraged parents to give feedback on this to Tracy Roden.

Action: SP to reply to Valentina Sarno.

Poetry Evening

KH promoted the Poetry Evening on 23 April at 7pm in the Resources Centre. Tickets (free) from KH.

8. Date of next meeting

Tuesday 19 June 7.30pm

Action: RD to book room and publicise.