

The Good Shepherd PTA Meeting

Tuesday 5th October 2021

In the school hall & via zoom



Agenda	Notes	Actions
1. Attendees	Melanie Danby, Noelle Peacock, Shauna Freeman, Vivianne Scarff, Sarah Bray, Celine Toner, Helena O'Hara, Amy Moore. Cara Lees Zoom - Katie Wilson, Natalie Woods, Emma Strudwick.	Apologies as I am aware more people attended via zoom and I was unable to get all the names. We will review this mixed approach for our next meeting.
2. Previous Minutes	Discussed previous minutes and actions. Mostly covering the end of the previous academic year and events which have taken place at the beginning of this term.	
3. Chairs Report	Discussed events so far this year and the end of the last academic year for successful fundraising and community building: <ul style="list-style-type: none">• Coffee morning for EYFS• Cake Sale• KS1 Coffee Afternoon• Lottery• Easy Fundraising• Storage container cleared out• Tidy up of Callum's spot• Leavers hoodies• £150p/year group celebrations• Introduction meeting with Celine Toner• Committee meeting to develop strategy• Acknowledgement of volunteer support at AGM from member who have since left or stepped back from their role.	
4. Finance Update	Treasurers Report for 1st September 2021 to 4th October 2021	

	<p style="text-align: center;">Bank Balance at 1st September 2021</p> <p style="text-align: center;">£7,410.25</p> <p><u>Monies in</u></p> <p>Lottery £129.10 Reading Wallets £13 Sept 17th Coffee am/pm for new parents and KS1 £13.70 Sept 24th Cake Sale £173.15 Preloved £81 (£50* Sept 24th/ £31 online payments)</p> <p>Total £409.95</p> <p><u>Monies out</u></p> <p>Cake sale expenses to MD £14 Eco Club – expenses to Mrs Baker £27.60</p> <p>Total spent £41.60</p> <p>Bank Balance at 4th October 2021</p> <p style="text-align: center;">£7,778.60</p> <p>Overview of different ways to fundraise during times when we could not access the school in person.</p> <p>Discussed allocation of monies raised for KS1 outdoor equipment. CT proposed age-appropriate outdoor gym equipment, and advised this is the most feasible permanent structure option within the budget of £5k</p> <p>EYFS Outdoor area – CT agreed this does need updating and said the area needs addressing as a whole and will work on this as a school initiative and discuss with PTA in the future if support is needed with fundraising and grant application but more clarity on the scale of the project is needed first</p>	<p>CT agreed to get quotes for structure and to liaise with PTA committee.</p> <p>Agreed we could support with additional fundraising for the equipment if a top was needed.</p> <p>CT agreed EYFS area will be a school initiative initially and discussed with PTA in the future.</p>
<p>5. Upcoming events and new ideas</p>	<p>Book Fair 25th Nov – 2nd Dec</p> <p>AM is now leading on this project and would like parent support and for this to be more of a team effort. Discussed possibility of it</p>	<p>AM to plan with CT and colleagues and liaise back with PTA so we can support and</p>

	<p>being held in school time when children bring in their money but also after school on the playground/in the hall. AM stressed the importance of the book fair in raising funds for the school to buy books. Discussed the possibility of facilitating contactless payments 'Sum Up'.</p> <p>Bottle Stall for Church Christmas Fair Template letter has been sent to PTA and poster will be made to promote/request volunteers. CT agreed to open to staff also volunteering. Stall will run 10.30-2.30 November 26th and will need volunteers in 30minute slots.</p> <p>Christmas Disco Agreed disco on Thursday 9th December and to be a non-uniform day. Previously organised by Margaret Clark and she has sent over information to support new volunteers to lead this year.</p> <p>Christmas Panto CL suggested possible Christmas pantomime, CT agreed to PTA getting more information and dates to propose. This would be held in school, during school hours and be funded by the PTA.</p> <p>Leavers Hoodies MD & SB agreed to lead and liaise with support from Yr 6 parents in Jan 2022, with the plan to distribute in March 2022 in agreement with CT when year 6 attend Briars.</p> <p>Parish Links Discussed possible social events held by the parish over the coming year where PTA could support or co run. All agreed the</p>	<p>organise volunteers where needed.</p> <p>SB agreed to lead and organise volunteers for bottle collection, transporting to church, and volunteering on the day of the fair.</p> <p>NP & CL agreed to co-lead. SF to support and ensure all information from Margaret Clark is passed on.</p> <p>CL to get more info & discuss with CT</p> <p>SB & MD to arrange correspondence with parents for Jan 2022 for arranging ordering for March 2022.</p> <p>CT to update if she feel events PTA can support the parish with, likewise SB & SF agreed to try and keep up to date with parish social</p>
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	<p>importance of our community and looking at ways in which we can reach and include our parish community.</p> <p>Bootcamp Unfortunately, Daniel Boulty is unable to commit to these and we have agreed to postpone until the new year and will then revisit any possible community fitness ideas and reach out to other parent/carer links in the school.</p> <p>Social Events Discussed PTA social events to bring parents/carers together and promote PTA engagement, particularly with the new intakes during covid having missed out on a lot. CL suggested Hugo's in Sherwood and AM suggested Topsy T on Mapperley top may be able to facilitate and host an event.</p> <p>Summer Fare Proposed date of Friday 1st July straight after school finishe - agreed with CT – Planning to take place and be discussed closer to the time.</p> <p>Easy Fundraising HO suggested regular push for this needed and get new people signed up, HO unable to lead. CT & AM not aware from staff perspective. Easy way to earn the school free money through cashback when purchasing online.</p>	<p>calendar and feed back to wider group if any upcoming events we can support with.</p> <p>MD & PTA acknowledge and thank Dan Boulty for his time and effort into running these sessions last term.</p> <p>NP & CL to discuss further</p> <p>Date confirmed by CT</p> <p>NP, VS & committee to look at promoting.</p> <p>CT to share info with staff and see if school are using when they purchase.</p>
<p>6. Eco Club Update</p>	<p>Update from HO - continues to run on a Friday lunch time lead by Mrs Baker and supported by HO & Oksana Stevenson. 1 child per class attends for approx. 30minutes of eco activities.</p> <p>Agreed more photos and promotion of this would be great.</p>	<p>HO to update committee with what the Eco Club has been doing so we can promote in our newsletter.</p>

	<p>SF suggested if this could be opened to the school community for other parent volunteers, HO said it was currently well supported.</p> <p>Discussion with CT about how this could grow and expand across the school to raise eco awareness and activities that benefit more children and invite wider school community in.</p>	Committee to revisit with CT in future meetings to see how we can support this to grow.
7. PTA Strategy	Committee worked together over the summer to start a strategy for the PTA. Identifying our goals and plan as a charity and PTA. This document will be presented at the AGM.	Thanks to MD & VS who have led the way with the strategy. Committee to work together to complete first draft.
8. Pre-Loved	<p>Preloved has successfully been taken over by Lucy Stokes, Ulana Buczok and Emma Strudwick. Successful sales this term. Stock currently being stored in the school storage unit between St. Mary's & St Joseph's. Agreed large stock of smaller uniform and to suggest sales in the EYFS/KS1 playground at pick up to promote sales.</p>	<p>SF to discuss with Preloved team convenient dates. Lucy, Ulana, & Emma continue to collect regular donations.</p>
9. AGM	<p><u>Our AGM will be held at Hugo's in Sherwood 23rd November 2021 at 7.30pm .</u></p> <p>MD confirmed she would be stepping down from her role as co-chair but would like to remain an active member of the committee.</p> <p>CL has kindly offered to step forward for the Co-Chair position.</p>	<p>If anyone else is interested in standing for this position and wants more information please speak with NP or MD, or email PTA, goodshepherdpta@hotmail.com</p>
10. PTA Meetings for this upcoming academic year	<p><u>18th January 2022 – 7.30pm</u></p> <p><u>22nd March 2022 – 7.30pm</u></p> <p><u>17th May 2022 – 7.30pm</u></p> <p><u>(summer fair planning)</u></p>	
11. Next PTA Meeting	<p><u>AGM – 23rd November – Hugo's 7.30pm</u></p> <p><u>PTA Meeting 18th January 2022 – 7.30pm</u></p>	