

PTA Meeting Minutes
15th June -7.30-9.15pm

United Free Church , Wallwood Road, Leytonstone

Attendees: Carrie-Anne Hall, Chair (C-AH), Lisa Greenwood, Co Vice-Chair (LG), Caroline Hanks, Secretary (CH), Alisa Melkonean (AM), Jolene Easdale (JE), Korina Gerolazou (KG), Ruth Doak (RD), Nicola McEwen (NMcE), Kavitha Rapol (KR), Simon Craner, Business Manager (SC)

Apologies: Cleo Ovenden-Hodges, Charly Hutson, Communications Officer, Eve Barnett, Co Vice-Chair, Toni Moore, David Adams, Anna Adams

Agenda Item	Action
<p>Minutes of last meeting</p> <p>Approved by all present</p>	<p>None required</p>
<p>Topic boxes (JE)</p> <p>Jolene brought in sample artefacts from a Viking topic box from Starbeck Educational Resources.</p> <p>To ensure longevity, money would be invested into statutory topics first (eg Stone Age, Vikings etc). RD commented that any future changes to the curriculum are likely to be more flexible anyway, so the boxes would still get lots of use.</p> <p>Approximately 5 topics per year group, with cost varying from £200 - £500. The school is currently hiring boxes for £75 per box from Islington – sometimes the contents are hit and miss.</p> <p>Boxes can also be topped up from other sources, for example parents</p> <p>KG also suggested that this might be a good target for corporate funding</p>	<p>VM/C-AH to arrange cheque for JE (£2500)</p>
<p>Expressive Arts Week (JE)</p> <p>Reminder that volunteers are required for 8th July.</p> <p>Anthony Glenn booked; Craig the Storyteller's availability to be checked and he will be booked also</p>	<p>VM to check storyteller availability</p>
<p>Summer Fete</p> <p>Party passes will be available for a price of £5. This will include games, crafts, balloon, and a bouncy fun slide</p> <p>Entrance will be by the nursery.</p> <p>Just about enough volunteers, although a couple more for the cake stall would be helpful.</p> <p>Would also like another First Aider.</p> <p>Some takeaway boxes are needed for people wanting food, but that are fasting for Ramadan.</p> <p>Another barbecue is still required. The suggestion was made to cook chicken in school oven first. Also, as Sanchia Lovell is also providing food, the barbecue may not be quite as much in use.</p>	<p>RD to check which staff members have up-to-date First Aid training</p> <p>RD to buy some takeaway boxes from £1 shop</p> <p>SC to liaise with Sanchia with regard to food requirements</p>

<p>Fete (cont'd)</p> <p>Worth buying a barbecue. Sarah Craner's company prepared to match funding for a new one</p>	<p>New barbecue to be purchased (SC?)</p>
<p>Gardening (SC)</p> <p>As some of the school plans are uncertain, SC suggested ring-fencing the re-surfacing money for the moment.</p>	
<p>End of year party</p> <p>This year, it was suggested that the end of year party take place on the last day of term. School / PTA combined effort.</p> <p>Each year group gets a slot</p>	
<p>Future events</p> <p>Eid party – Eid falls at the end of August so might not work, although it was suggested that a party could take place in the first week or so of term.</p> <p>Autumn – “Bounce Day”. Bouncy castle, funfair-type activities</p> <p>Coffee social, 16th September. Good way to help identify parents who may be available to help with daytime co-ordination. And also good to remind them about upcoming AGM</p> <p>AGM, 21st September – Caroline Hanks will be stepping down as Secretary, so a new one will need to be appointed. The PTA sincerely thanks Caroline for all her help in this role, as well as her continuing support as a PTA member.</p>	