

PTA Annual General Meeting

Wednesday, 21st September, 7.30-9.30pm

Gwyn Jones Primary School, Leytonstone

Attendees: Emma Bowman, School Uniform Co-ordinator (EB); Korina Gerolazou (KG); Emily El Nusain (EE); Shabana Baker (SB); Jo Twyman (JT); Vanessa Mulholland, Treasurer (VM); Carrie-Anne Hall, Chair (C-AH); Caroline Hanks, Secretary (CH); Ruth Doak, Assistant Head (RD); Nicola McEwen (NMCE); Toni Moore, Head (TM); Lisa Greenwood, Co Vive-Chair (LG)

Apologies: Charly Hutson, Communications Officer, Steph Pamment, Sarah Craner, Eve Abena, Co Vice-Chair

Agenda Item	Action
Welcome and introductions Introductions and ice breaker for all members	
Aims of the PTA / What the PTA is about (C-AH) Carrie spoke about the aims of the PTA, and, importantly, what they're NOT about (parking, homework etc)	
Reforming as a PTSA (C-AH) This year, the focus is on teachers and students; engaging them may also help to engage more parents. The plan is to meet every month, after school. It is hoped that the children can be involved in the planning of events, involving School Council as well as other children. Each meeting to have a focus Evening meetings will still take place however, so as not to exclude working parents.	
Roles & Responsibilities / Election and/or re-election of officers Regrettably, Caroline Hanks is stepping down as Secretary – all present thanked her for all her hard work, and presented her with a card and flowers. She will, however, still be a committee member Thanks was also given to Charly Hutson, for her contribution as Comms Officer. She had also decided not to stand for re-election A quick run-through of the different roles & responsibilities was provided, as well as details of other sub-committees: The External (Corporate) Fundraising Committee is working to secure funding for some big projects – library, and IT - and are currently putting together a proposal with Simon Craner (Business manager) to try to obtain funds. We've also had some corporate volunteers in to help around the school, with an another 30 coming soon to help with an art project. Roles: Secretary – Korina Gerolazou Nominated by Emma Bowman Treasurer: Vanessa Mulholland (re-elected) Nominated by Carrie-Ann hall	

<p>Parent Comms – Jo Twyman Nominated by Lisa Greenwood</p> <p>All other roles remain unchanged for the present, with some new roles (teacher rep, student rep) potentially being created in due course</p>	
<p>Chair's report (C-AH) Carrie ran through events for next year, and provided all present with a calendar for reference</p>	
<p>Treasurer's Report (VM) Treasurer's report is attached. VM gave an overview, and ran through the figures. The school is doing well.</p> <p>VM suggested the creating of Treasury / Finance Charter, whereby a process was put in place to decide how to spend money, and how much to have in reserve etc</p> <p>There are some big projects that could benefit from PTA money, but they are long-term projects, as suggested by Toni Moore: Playground resurfacing and refurb Sensory area / shelter Sun shade / shelter (very expensive)</p> <p>Hardship fund – the possibility of a hardship fund was discussed – however, one already exists, so a contribution from the PTA is a possibility</p>	<p>Charter to be discussed / finalised at next meeting</p>
<p>Forthcoming events</p> <p>Mother's Day and Easter are close together this year, so both could be difficult. It was agreed that the Mother's Day Gift Shop could go ahead, and that an Easter Hat Parade could take place within school hours</p> <p>It was also suggested not to do a Christmas Fair this year, but to instead have an event in February. A Pamper Day was suggested, however questions around inclusivity were raised, as it tends to be seen as a more "female" event. A Bake-Off was also suggested, as an alternative that may be a bit more "family friendly"</p>	<p>To be discussed at next meeting</p>

Date of next meetings:

Daytime (to include students): Friday, 7th October

Evening: Wednesday, 19th October