



Hollyfield Parent Teacher Association Meeting Minutes 5th Feb 2020 - 7.30pm - C1

1. Apologies for absence - Apologies received from Nicola Johnson, Maryam Nouti, Michelle Nicholls, Vicki Jones .

Those present - Gayna Brice, Andie Ross, Andy Langford, Alison Jefferies, Tom Maltby, Collette Morgan, Philomenia Groome

2. Minutes of last meeting. Introductions were made as it was Collette's 1st meeting and the minutes were agreed.

3. Review Actions All actions from the previous meeting had been carried out, other than Tom becoming a signatory. This had not happened as he is leaving at the end of the academic year. Alison Jefferies agreed to become a signatory and that Vicki Jones could be approached to also become a signatory. Gayna, and those present, congratulated Tom on his new job.

Andy L to raise the paperwork to allow Alison and a further signatory to be added to the account.

Andie to email Vicki and ask her if she would become a signatory.

4a. Report from Chair. Gayna had nothing to report other than he had taken flowers, from the PTA around to Maryam, who has had to step down due to ill health, to thank her for all her hard work and commitment. She reported that Maryam was very grateful.

4b. Report from Treasurer. Andy L reported that the doughnut sale money had been retrieved from school and banked. The sale raised £63

5. Report from the Headteacher. Tom had contacted all the department heads asking them to submit bids for funding. Without fail the departments had said that funding to replace the IT equipment in the Library, which is old, slow and in some cases broken, was a priority, so if it were a case of their funding bid or funding the library then money should go to the library. He also reported that the IT department would like to be proactive in further funding events.

The merits of each funding bid were then discussed.

Philomenia suggested that the English department could maybe approach local theatres to see if there were any deals or free tickets for local schools.

It was suggested that maybe the English/Literary Dept could apply for a Jack Petchey award. Gayna suggested that any pupil wanting to take up archery could be put in touch with Scout pack, who had an archery club open to Scout age members of the public.

It was agreed to donate £400 to Music, £600 to DT and £500 to Art.

Seperate votes were held on all the funding decisions, each was carried unanimously.

It was also agreed that replacing the defunct IT equipment in the Library was the priority and to give £5000 now with a view to donating a further department funding after the quiz. This is to be confirmed at the next meeting. It was also suggested to Tom that maybe this could act as an incentive for the formation of 1 or 2 teachers teams at the Quiz Night.

Gayna expressed how pleased she was at the number of bids received as this had been tried in the past without success, all the previous fundraising had raised the profile of the PTA within the school.

Dept	Amount	Reason	Successful	Amount Granted
Art	£1000	To be spent on: Printmaking supplies (eg. printing screens, inks, rollers) 3D art supplies (eg. clay, wire, plaster, modelling sticks). Reason: We currently have limited supplies for print making and 3 modelling as our budget does not stretch to cover this. Benefit: We could teach a wider breadth of 3D and printing skills at KS4 and KS5, giving more varied opportunities to our talented students. We could also offer more 3D and printing workshops for Art Clubs	Partial	£500
DT	£600	The current Bernina machines will no longer be serviceable in 5years time as they have stopped making them and their parts. We have 11 machines roughly one between two (bought over 10yrs to replace previous machines). I need to replace these machines now over the coming three to four years in order to ensure machines are available to students. The most robust and affordable is the Singer Heavy Duty 4432 the best price is £186-00 per unit on offer with 19% off. Benefit: More students can work on machine sewing at a time in the lessons. Future proofing the textiles department so we can phase in replacing the machines as will be necessary as they break and cannot be mended.	Yes	£600
Literature	£150	Taking the Eager Reader book club into London, go to the British Museum and buy them a book of their own choosing, To reward them for participating in The Big Read and choosing the book for the new Y6 students. Benefits: To encourage students next year to participate in the same scheme and to promote a positive/ incentive for reading for pleasure. To give the children a book, that they keep and own in thank for reading all the Y6 books.	No	
Music	£800	To be spent on: Musical Instruments: Keyboards and Guitar amps Keyboards each approx: Yamaha approx £200 each (we have unrepairable at the moment) Guitar Amps: £200 each (2 would be ideal). Reason: To replace broken/old keyboards and amps to run music lessons and extra curricular properly. Benefits: The keyboards are essential items for running Music Lessons. The guitar amps would greatly help the running of extra curricular and be really useful for concerts and	Partial	£400 for keyboards
Library	£7000-£10,000	To be spent on: New computers, possibly Chrome books. Reason: A significant number of computers in the LRC have been removed or are broken and it is now only possible to accommodate 1 class, previously 2 classes. Benefits: Replacing these computers, possibly with Chrome books, which are lighter.faster and portable, will benefit the whole school.	Partial	£5000
Lindsey Mount	£1000	To be spent on: Buying the equipment needed, including the bows, strings, arrows, chest guards, tabs (for the fingers) or gloves for shooting, targets, target bosses and stringers (to string the bow). Part of it would also be spent on me completing an instructor course so I can coach the club. I have always wanted to set up an archery club in the school but was too scared to ask. I think it is a great sport which has many benefits. Impact/Benefit: Archery benefits both a person's physical and mental health.	No	
Media	£250	To be spent on: New Keyboards, mice, wires for students to upload work. Reason: The media dept has new computers, but unfortunately the peripherals are old and some are no longer working. By buying new keyboards, mice and wires, this will help give all students access to the computers they work on. At present my budget does not stretch to fixing these issues. Benefits: This will enable all students to fully progress within the subject and not have to worry about their keyboard having keys not working, or a mouse which is intermittent when using.	No	

Andy L raised a cheque for £5000 and gave it to Colette.

Andy L to raise cheques for the other agreed amounts and give to either Colette or Tom.

At the end of the meeting Tom reported that the money that had been donated to the gardening club at the last meeting had been very gratefully received.

Tom also reported:

Arrangements for the VE day celebrations, to be held on Wednesday May 6th 1.30-3.30pm, were all on track. Gayna pointed out that PTA help on the day may be limited as the celebration is set during the working day all the committee and most of the regular volunteers worked.

The Sport Relief event was to be a Cyclathon in Richmond Park on Saturday 21st March. The logistics and permissions were still being looked into and it was agreed that PTA would provide light refreshments.

With regard to the raffle it was felt that that money raised should not be used for the year 11 prom but would be more appropriate if it were put towards replacing the Library IT equipment. Those present agreed. Andie showed Tom the letter Vicki had drafted to be sent to local businesses asking for donations to the raffle. He approved it.

Colette offered to contact the school suppliers to see if she could elicit a decent 1st or 2nd prize.

Andie R to send Colette a copy of the raffle donation letter.

6.Quiz Night. 2 group bookings had already been received and it was agreed to send another reminder Parentmail. Only 2 volunteers had replied to the volunteer email request and 2 had volunteered to prepare food. It was deemed necessary to ask for more people to help with the off site food preparation but that the rice could be cooked on site. There would need to be a shopping trip to stock up the bar provisions.

Andie R to send out reminder Parentmail and further volunteer request email.

Gayna and Andie will shop for the bar on Thursday 27th February

7.Strong Customer Authentication: Nothing has been done about this yet but Andy will look into what has to be done.

8.Euro 2020 Screening/Film Night: A quote of £400 pw had been received (via Graham Griffiths, Head of Premises Team) from the hire company previously used by the school and Graham has also deemed that the school has a projector powerful enough to project onto a large screen. Andie R reported that having done a little research into the area people had reported that they would not come to the Euro Final's screening if England weren't playing and suggested that maybe it would be better to screen an England qualifier. It was also suggested that an alternative to the football final could be screened, Tom suggested Toy Story 3 as it had been voted film of the decade and the event could be used as an invite the new year 7 families. The question was raised as to whether the school would need a license to screen the football; Colette will look into it. No definite decision was made about either screening and so it will be tables for next month's meeting.

Email Colette to remind her to look into the license for public screening.

9.Any Other Business. No one brought any other business.

Gayna thanked everyone and closed the meeting at 8.45pm.

Date of the next meeting: Wednesday 4th March, 7.30pm, C1