

Newport Girls' High School PTA
Minutes of the meeting held at the School on 1st October 2019

Present	Mr Scott (Headteacher), Julie Harris (Chair), Andy Harrison (100 Club), Jo Lloyd, Kate Chadwick
Apologies	Tony Brown (Treasurer), Haylie Goodall (PTA Link Teacher), Carol Rodrigues, John Smith
Agree Minutes / Matters Arising	<p>The previous PTA minutes of 19th June were agreed. Matters arising:</p> <ul style="list-style-type: none"> • The actions for Tony to arrange a payment for the outstanding amount towards the cost of the laser cutter was carried forward, as was the action to arrange for Easyfundraising payments to be made directly into the PTA bank account (rather than by cheque). • The gardening club business case was covered under 'funding requests' (see below). • Julie has raised a support request to have the Classlist site closed down. • The action to move the PTA website content into the main school website is with Julie to assess what content needs to be retained, then with Michael to get it transferred. • The MPLC movie licence has been renewed up to September 2020. • The Amazon Affiliates suggestion is being reconsidered, in favour of supporting local bookshops where possible.
Finance Update and Funding Requests	<ul style="list-style-type: none"> • Tony was unable to attend the meeting but had submitted a report showing that the PTA bank balance was £4.7k at the end of June, so is now around £5k (including 100 Club payments). • The main focus of our fundraising this year will be to make a significant donation towards the new minibus the school is leasing. The cost per year is £7k. Mr Scott suggested a donation of £4k; Julie suggested £3.5k (in line with last year's laser cutter donation). The sum will need to be ratified by Tony, the Treasurer. This would allow us to support other smaller funding requests as well to ensure we are benefitting the greatest possible number of students. • The business case for Gardening Project is c/fwd.
100 Club	<ul style="list-style-type: none"> • There seems to be limited awareness of the 100 Club amongst new Year 7 parents. Mr Scott suggested an item in Newport News to explain the draw and invite people to participate. • The draws for August, September and October 2019 were held. Andy to send details of the winners to Tony, who will prepare cheques, and to Jo to ask for them to be sent out. Winners were as follows: <ul style="list-style-type: none"> ○ August 1st 29 Grace Turner-Tarr ○ August 2nd 26 Tracey Garner ○ August 3rd 72 Jenny Jackson ○ Sept 1st 99 Alison Birkinshaw ○ Sept 2nd 8 Helen Edwards ○ Sept 3rd 29 Grace Turner-Tarr ○ Oct 1st 86 Rachel Bower ○ Oct 2nd 9 Carolyn Hughes ○ Oct 3rd 37 Claire Wyke
Debrief on Events	<ul style="list-style-type: none"> • Centenary Celebration 29th June – the PTA's vintage tearoom was very busy and well-received during the school's open day. We even had some ex-pupils from the 1940s. We were aiming to provide a service rather than make a profit, but still made £211. • New Parents' Eve 4th July – the PTA's free refreshments stall was very popular, with some very long queues at one point. Learning points for next time: have more than

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	<p>one serving point, and provide some entertainment for the children, e.g. a movie or games.</p> <ul style="list-style-type: none"> • Y7/8 Movie Night 11th July – the turnout was low this time, but it was still a fun evening, with some hearty singing-along to Mamma Mia 2. We made £26.50.
<p>Future Events</p>	<ul style="list-style-type: none"> • Year 7 Welcome Evening 3rd October – serving refreshments from 6 to 7pm as parents arrive. Carol, Julie and Kate running the stall. • Movie night Y7/8 17th October 3.45 – 6pm. Carol and Julie are running this event, aided by 2 sixth formers (Annie Harris and Ellie Richards). Other helpers welcome, particularly Y7 or 8 parents. As it is close to Hallowe'en, we are going for a spooky theme – any movie suggestions, and DVDs, very welcome. • Poetry Eve 17th October 7pm – we are serving refreshments throughout this event (from 6.45 to 8.30 approx) run by the English department (Mr Postle) in the school Atrium. The theme is climate change, so we need to adjust our usual offering to be more sustainable with fewer single-use plastics etc. (which will stand us in good stead for future events). Julie to source the provisions; Julie and Carol to run the stall, aided by English A'level students. Other helpers would be appreciated either to help set up, to serve, or to clear away. • Quiz Night – 15th November 7.30pm (PROVISIONAL DATE – TBC). Julie to liaise with Martin our quizmaster to check this date is do-able. Publicity before half-term if so. • Carol Service 17th December 7pm – the PTA traditionally serves non-alcoholic punch and mince pies (donated) for free at this school-led event. • Movie night Y7/8 19th December – Christmas theme. • Other ideas – the above are tried and tested PTA events. In previous years we have run a May Ball, but this was quite a high-end / niche offering and interest eventually dried up – however we agreed to consider doing something similar in future as we have a different set of parents now. One suggestion was an '80s themed night, possibly as an add-on to the Summer Fete – to be considered nearer the time. Other suggestions were after-school ice lollies (though not this term!), and regular Year Group cake sales.
<p>Communication, PR and GDPR</p>	<ul style="list-style-type: none"> • The action for Helen to investigate moving PTA website onto main school website was moved to Julie (see above 'Matters Arising'). • It was suggested we could have some PTA drop-in events, but after some discussion, we agreed the most pragmatic way forward would be to maximise mingling opportunities at planned events, e.g. encourage parents to come along half an hour early after Movie Nights.
<p>AOB</p>	<ul style="list-style-type: none"> • Easyfundraising – we agreed that we need to raise awareness of this online shopping portal as it is a free, low-effort way to raise funds. Currently they are offering to match the first £5 raised by new members using the special referral link. Julie to send details to Mr Scott for publication in Newport News. • Amazon Smile – Amazon are no longer part of Easyfundraising, but with Amazon Smile they also pay a percentage of eligible purchases to nominated charities. Tony to set up the PTA on Amazon Smile, and Julie to send details to Mr Scott for sharing in Newport News.
<p>Next Meeting</p>	<p>The next meeting will take place on Monday 18th November 7pm, and will be the Annual General Meeting, followed by a short ordinary meeting. It will take place in the school Atrium, and all are very welcome to attend.</p>