

PSA Meeting Minutes
Venue: School Hall
Monday 27th February 2017

Present: Alastair Brown, Kerry Smith, Victoria Leamon, Jo Garo-Falides, Sarah Dewey, Allie Stopler, Sarah McDonald, Emma Johnston, Jo Murphy

Apologies: Jeremy Payne, Rebecca Weigh, Susie Kirby, Julia Macey, Angie Howard-Tomes, Rachel Preston, Richard Preston, Anita Kaur-Simon, Holly Shawyer, , Roz Parsons, Bruce McDonald, Michelle C-E, Libby Woolner, Sandra King

(CC: Jeremy Broyd, Peter Leddin, Jeremy Payne)

AB opened the meeting with a prayer.

KS invited review of;

PSA Disco & Mufti - Date Agreed - Friday 24th February

AS confirmed disco went really well. Kids really enjoyed it. Stock order was correct. A lot of crisps left over but these can be used at the film club.

Disco raised £691 & Tuck £224.35

Expenses: £233.37 including £50 to Rayna Warriner for DJ / decks

Upcoming Events:

World Book Day - Thursday 6pm - 7pm

Susie Kirby & Sarah McDonald to arrive by 5:30 to set up. Two tubs of hot chocolate and 2 bags of marshmallows in stock already plus 24 polystyrene cups. SK donating more marshmallows and SM getting more cups. Rachel Preston purchasing ready-made cups (if sale or return) and leave in school. AB confirmed 30 attending so far but JP hoping for approx. 80. Donations basket to be left out!

Mothers Day Stall - Gifts & Crafts - Friday 24th March

AHT Leader. Left over crafts to be used up. **AHT to do stock take**. SD confirmed AHT has purchased more stock including craft and gifts. Max £2 to be spent on the day. Single item purchase.

AB confirmed hall is booked for this event.

RP to organize helpers for day time and after school stall.

KS to request float from MCE -(50ps & £1s)

Spring Film Club - Friday 31st March - (Film agreed - Trolls)

RP to Lead. AS to do ticketing - no physical tickets will be given, AS will create attendance list.

SD to Shop

No reception unless they are at 115 club.

Rachel to organize 10-12 helpers. (Sarah, Allie-first aider)

Easter Colouring Competition - Deadline Tuesday 4th April - winners announced Thurs 6th April

SD to lead. 50p to enter.

AB to photocopy the egg template and distribute to classes.

SD purchasing prizes - Eggs Tesco 75p each.

RP to organize 5-6 helpers for on Tuesday 4th at 2:30pm - come to school with scissors to trim eggs and count money. Entries then displayed in classrooms and office staff to judge and choose winner from each class for the prize on Thursday the 6th.

Easter Egg Raffle on the Thursday 6th April

SD to lead.

Last year was given to teachers to run. Mini egg to all entries. £1 to enter to win large egg.

Travelling Trends - Thursday 11th May

Sandra emailed JP the information for his confirmation and sign off. AB confirmed it's in diary so assume that's ok.; however, Karate club has also booked in hall so may need to re-consider date or **AB to see if we can return their money for that night?**

Fathers Day shop - Friday 16th June

New stock to be purchased

To be re-assessed on basis of popularity of mother's day stall as to whether this is run during the day or just as an after school stall.

Summer Fayre - Saturday 24th June. RP to lead.

Ask RP if dates for upcoming meetings with church and if she wants anyone to help her attend?

Table top sales

Jo-GF raised that some teachers have asked if this could be run again. As we are late in the year committee agreed to put out to reps as an optional fundraiser as not sure we have enough time for all and PSA may not be able to match fund this this year but still to be agreed whether could put in some.

Jo running Yr 2 table sale **Friday 17th March after school - Sweets & chocolate tombola**

AOB:

- AB reported JPs idea for Funding target for the PSA for this year to be for a **HEATED OUTDOOR CLASSROOM**. Cost would be Approx £5k
- **Sports day 13th june**
PSA agreed to buy printed Ribbon for end of the track races. **VL to purchase.**
- Emma Johnston confirmed she has arranged a charity collection of clothes - <http://uk.bag2school.com/>
Bag to School is who St James is now registered with, pay 40p a kilo
EcoKids didn't pay if you didn't collect more than 40k,
Posters and letters are available from their website to download. <http://uk.bag2school.com/poster.pdf>
EJ has set up an account in her name but the funds are paid to St James PSA.
Collection is Friday 28th April 2017.
Bags will be sent to EJ in March, which she will drop in to be put in every child's school bag with a letter to go out on parentmail.
450 will be sent so enough extras for staff as well.
Driver will come between 9am – 1pm
Bags to be dropped under the tree – if raining we move inside to ICT suite, if sunny to back playground ready for the van.
Driver loads while weighing then gives us a cheque straight away.
- Jo GF Remember thank you letters for donations (SD suggested perhaps these should be from kids)
- SD said AHT asked any news on the Defibrillator?
Price to be looked into.

Rolling items (to be discussed at next / future meeting)

- Ice-cream Sales
- Swish - to be saved for next year.

NEXT Meeting: Monday 3rd April 2017