

MIDDLEWICH HIGH SCHOOL PTFA

PTFA meeting 22.10.19

Present: Denise Kenny (MHS), Sam Kerr (MHS) Lisa Lorne, Emma Lea, Teresa Price, Mike Dillon, Sarah Tomlinson, Monika Kohli

| Agenda Item/Discussion | ACTION |
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| <ul style="list-style-type: none"> • Apologies <p>Colin Price Femi Dillon Belinda Emma Edwards</p> | <p>Minutes to be distributed to those who could not attend.</p> |
| <ul style="list-style-type: none"> • Review of last meetings minutes <p>Apologies to be added to last minutes for Sarah Tomlinson</p> | <p>Add to last meeting minutes.</p> |
| <ul style="list-style-type: none"> • Setup of Constitution/Facebook/Website/Email <p>Discussion regarding Facebook and website, so far. Advertising for events is put on; group has been set up and has 60+ members now. Email is up and running and log in details have been given to the chair.</p> | |
| <ul style="list-style-type: none"> • Progress from last meeting actions <p>Fundraising – easy fundraising & our school lottery set up. School council meeting took place on 14th October. Logo designed and passed by Head Facebook set up and school website Open event was attended by Emma Lea (thanks given) Bank account – being looked into changing signatories Craft fair date confirmed as 5th December PTFA email set up Advertising done on school fb and ptfa fb</p> | |
| <ul style="list-style-type: none"> • Discussion of Student Voice meeting <p>Student council asked to speak to fellow students to see what they would like the funds raised, to be spent on and any events they would like to have held.</p> <p>Feedback forms and polls to be looked at for Facebook for parents to see what the children have voted for.</p> | <p>Meet with school council again to discuss outcomes of student surveys.</p> |



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| <ul style="list-style-type: none"> • Fundraising – Updates (to include Kinderton) <p>Update on Kinderton event – Role of PTFA at event discussed with members – selling raffle tickets on night. Some donations needed for Raffle and bingo prizes, these will be taken from the students donations. Future event ideas discussed quickly (80's and race nights). Overall feedback was positive.</p> | |
| <ul style="list-style-type: none"> • Christmas fair progress <p>Christmas fair, stall request number 15 as of today. Promotional flyers have been sent home and put on social media. Discussions have taken place with Leah from the Art department about having a Grotto and the music department have offered for the children to do some singing at the event. Donation letters have been sent out to local businesses and to students/staff. Competition running for students, top 3 forms that bring in the most donations will receive a VIP lunch experience.</p> | <p>Letters handed to members of the PTFA to distribute in the local area for donation requests.</p> |
| <ul style="list-style-type: none"> • Members allocations for Christmas fair <p>Numbers of volunteers discussed for fair. Minimum 10 needed to cover stalls and café. Staff volunteer list has been put in the staff room and email will be sent out detailing this.</p> | <p>This will be determined at next meeting.</p> |
| <ul style="list-style-type: none"> • Schedule for future meetings <p>Next meeting to be held Thursday 21st November @6pm.</p> | |
| <ul style="list-style-type: none"> • AOB <p>Mike discussed links to BT (technology support) Treasurer will be advertised once the bank accounts have been sorted. Discussion about parents not wanting to attend meetings but willing to help out at events (this will be advertised when promoting events in the future) T-shirts for PTFA – sashes instead? Ask local bakery for mince pie donations? Liquor licence? – this has now been procured</p> | <p>Bank mandate has been returned – need another signatory – this is being queried with the bank.</p> <p>Meetings will be on different days to help with attendance.</p> <p>Discussion with food tech regarding them making cakes etc. they are going to provide biscuits and mince pies.</p> |

