

## ST JOHN'S SCHOOL ASSOCIATION PTA MONTHLY MEETING

WEDNESDAY 14 MARCH 2019  
7pm – 8:30PM AT THE SCHOOL HALL

### Minutes

#### Attendees –

George Morgan  
Catherine MacMillan,  
Tasha Mitella,  
Eileen Mc Medlin  
Aimee Bevan,  
Jen Rees  
Teachers: Mrs Bruton, Mrs Yeoman

#### 1. Welcome and Apologies The chair opened the meeting and the following apologies were received:

Lianne Lugg  
Karina Little  
Hope Brett  
Zoe Watson  
Hamish Grierson  
Sarah McCombe  
Sonya Lawton  
Helen Haigh  
Jenny Rogers  
Carolyn Pow  
Helen Ibbunson

- Meeting minutes from 6 February 2019 were agreed
- PTA minutes are now under the 'our school' section of the website. TM to ensure minutes from each meeting are made available here

#### 2. Emotional Literacy Support Assistant (ELSA) Course – Mrs Yeoman Cost - £580

Mrs Yeoman was present at the meeting to ask for PTA to pay for her attendance on this course. The school is unable to support it at this time.

Mrs Yeoman currently provides pastoral care at school and sees approximately 45 children per week, varying time spent with children. She has some one-to-one short sessions and also sees three friendship groups.

The course will give her a qualification and the ability to do the job better. Wellbeing has not historically been supported enough at the school and members discussed how all of our children will benefit in one way or another (through a knock on effect as well).

Cost includes ongoing help for 6 sessions with children. Mrs Yeoman will also have access to a website which provides plenty of supportive materials to help her with her role. While this website and all materials can be used generally already, Mrs Yeoman is unable to use the resources properly without the training. There are no ongoing costs and the training is a one-off fee.

Members discussed the importance of improving pastoral care and support at the school – Mrs Yeoman has been doing this pastoral support in an official capacity since September, however she has been undertaking this role unofficially for a long time before this.

*Voted unanimously in favour*

### 3. Update on finances and review requests from school

#### **3.1 Results from voting letter sent to families**

Adults voted picnic benches  
Children voted ipads

In terms of numbers, most votes were for more Ipads – this is what the PTA will focus its fundraising efforts on over the next 12 months.

*Action: Aimee and Eileen to ensure any money raised to especially support Ipads is earmarked and not spent elsewhere*

#### **3.2 Current banking situation**

Aimee discussed the only signatories on the account currently are Claire L and George along with former members who no longer have children at the school. As co-treasurers Aimee Bevan and Eileen Mc Medlin must be added to the account.

*Action: unanimously agreed that Aimee and Eileen can be authorised signatories on the St. John's Keynsham PTA bank account*

#### **3.3. PTA Impact Poster**

£3,500 raised so far this year

Eileen showed us the Impact poster she put together which will be displayed at school

*Action: Catherine to check with Carolyn Pow about printing these in colour; Eileen will put on facebook, further discussion amongst officers by email are discussing additional methods of circulation such as including it on the next PTA newsletter*

Additional discussion about finances

Once all agreed expenditure has been paid the PTA account balance should be approx £4,000

### 4. Review/discuss feedback on:

#### **Film night**

Raised £284

- Positive feedback overall - next time consider a break in the film in the middle for snacks and even a jump around (to be led by a PTA member)
- No to popcorn in future
- Break event into 2 evenings for KS1 and KS2

#### **Pancake Day**

Raise £85 raised

- enjoyable event, easy, can do again, little prep
- Ensure there are six volunteers next time

## 5. Bedtime story evening – 20<sup>th</sup> March

- Enough volunteers confirmed – reader + one extra volunteer in each classroom
- Children dropped off at 6pm with pj's and teddy – 20 to 25 min story
- Mrs Bruton and Mrs Yeoman are attending
- Invitations have gone out to all staff

*Action: Catherine to liaise with Aimee B to sort timings for hot chocolate making*

## 6. Easter Fair 2 April

\*We will need lots of volunteers for setting up/helping to run the fair. Please let Tasha or Catherine know if you can help.

- Straight after school – helpers to arrive at 1:10pm
- Tasha to get a large Easter Egg and more eggs
- Chocolate tombola
- Tuck shop – Heidi Y5 to run this
- Hope and Helen I – face painting – Tasha to ask Monica
- Y6 – tattoos
- Uniform stall
- Bric- brac?
- Lucky dip
- Guess the Easter Egg size
- Guess the name of the teddy
- Lucky Lolly
- Door game
- Nail varnish stall – Jen R to organise to be run by Y5/Y6 girls

Egg decorating competition – Eggs on sale from Monday 18 March

Donations of cakes and Easter Eggs – discussed using plates again to ensure we bring in enough donations

*Actions: George to write a PTA Newsletter detailing upcoming PTA events.*

## 7. Bag2School – 26 April

George to ensure bags arrive at school – letter to YR, bags for the rest, stickers for all children the day before

## 8. Any other business

School is £150 short of purchasing another shelterbox (new charity that school supports) – Y6 to have a table at the fair

One of the governors wanted to propose that a photographer in the area come to school to take action shots of the children that parents could then purchase. As this would involve paying the photographer upfront, members agreed not to take this forward.

## 6. Date of next meeting

- Thurs 28 March 7pm at The Ship – George to book this
- Tues 7 May at school