

## **SJSJ PTA meeting notes, 12<sup>th</sup> November, 2021**

### **In attendance**

Antonio, Bolu, Fisayo, Géraldine, John, Joy, Karen, Louise, Lucia, Sanjiv, Selma

### **Apologies for absence**

Jenna, Jan

### **1. Actions from the last meeting**

All matters had been actioned.

### **2. Financial update**

John reported that £35 had been spent on the card reader.

Previous balance - £989

Minus - £35

Current balance - £954

### **3. Email list**

Karen asked for new members' email addresses so that she can add them to the PTA circulation list.

### **4. New SJSJ PTA Constitution**

Karen had drafted a new SJSJ PTA Constitution which was circulated with the meeting papers. This was approved.

### **5. PTA Class Rep Volunteers**

The committee welcomed Dorothea who is the new PTA Class Rep for Reception. Karen asked if anyone would like to take over as PTA Class Rep for either Nursery, Year 2 or Year 5.

It was agreed that we need a Teacher Rep on the committee.

### **Action:**

**Everyone to ask around to recruit a PTA Class Rep for Nursery, Year 2 or Year 5.**

**Karen to contact Mrs Smith about recruiting a Teacher Rep for the committee.**

### **6. Christmas Raffle**

It was reported that:

- The registration for the Small Societies Lottery had been submitted to, and received by, Hackney Council but no response had been received to date.
- We have had approx. 20 pledges of prizes to date with some high value prizes such as a Dinny Hall necklace (worth c£300), £60 DabbaDrop Voucher, Tickets to a concert at St John's Church, Hackney an Amazon smart speaker and a day's beach hut hire on the Essex coast.

It was agreed that:

- We should proceed with the raffle in good faith if we do not hear back from Hackney Council.
- We would like the prize draw to be held at the school on Monday 13th December (to give a few days for people to come and collect their prizes).
- At least three people will be in attendance.
- We will circulate a Zoom link in case people would like to join the draw via Zoom.
- We will order 1000 tickets.
- The cost of the tickets will be £1 each.
- We will sell them after school at pick up time, have them available in the school office and give books to the PTA Class Reps and others who wish to sell them.

- We should continue to approach local businesses, and any business contacts we have, for raffle prizes.

**Action:**

**Karen to recirculate the prizes list and list of businesses to approach.**

**Karen to arrange for the raffle tickets to be printed (to check whether Argon Stationers can match the online price)**

**Karen to ask the school for use of a room for the draw.**

**Everyone to continue to ask for donations.**

## **7. Card Reader Demo**

John gave a demo of the card reader. It is controlled by Bluetooth, through an app called Sum Up. It is easy to use.

## **8. Bag2School Collection**

It was noted that the Bag2School collection has been arranged for **Tuesday 30th November**.

**Bags must be dropped off by 9AM.** Donations will be accepted at the school office from Wednesday 24th November. There is no limit to the number of bags you can donate - the more we collect the more money we will raise for the school. The school gets paid 30p per kilo of items donated. One bin liner-sized bag is worth approx. £1.50.

**Action:**

**Everyone to spread the word to make it a successful collection.**

**Karen to print off the posters for displaying around the school and Louise to laminate them.**

**Karen to ask the school to send out a Bag2School bag, along with an explanatory letter, to each child.**

## **9. PTA Flyer/communications**

It was agreed that we should go ahead with producing a printed flyer. It will be based around asking for help for the lead up to the Christmas events but also request general assistance throughout the year. It was agreed to include information about giving to the PTA by standing order. Lucia offered to pay the printing costs.

The committee agreed to ask if the School Council could talk about the PTA's Summer School Trips Appeal, upcoming Christmas fundraising and fundraising goal in assembly to encourage the children to tell their parents about it.

The committee discussed the idea of having a money meter in a prominent place in school to keep everyone motivated to reach the fundraising target of £2,400.

**Action:**

**Géraldine to circulate a second draft of the flyer.**

**Karen to speak to Mrs Smith about involving the School Council in raising awareness of the PTA's fundraising activities.**

**Géraldine to explore the feasibility of a money meter.**

## **10. Christmas Carol Singing**

Karen is waiting to hear back from the Community Champion at Tesco in Morning Lane. She is keen for us to sing, but needs to agree it with her manager.

**Action: Karen to liaise with the Community Champion at Tesco in Morning Lane.**

## **11. SJSJ PTA WhatsApp group**

This wasn't discussed.

## **12. Regular giving by Standing Order**

To be included in the SJSJ PTA flyer.

**13. Any other business**

There was no other business.

Next Meeting

TBA.