

Minutes KSHS PTA Meeting - Monday 10th June 2024

Present: KS, BO, CSD, KL, RM, MG.

Apologies: JP, JA, LT.

Minutes of the last meeting were read and agreed as a true record and signed by the Secretary. **CSD.**

Matters arising: None.

Finances BO: BO to confirm current account balance and petty cash. **BO.**

Bank

Current Account: TBC but over £1500.

Reserve Account: £4117.40.

Petty Cash: TBC.

Gift Aid: No update.

Income:

Update at next meeting. **BO/KS.**

Outgoing/Fundraising requests:

- **Music:** The committee discussed the previous request from the Music Department to help with the purchase of an additional 10 Yamaha keyboards. It was decided that as the PTA was helping fund the purchase of the Big Screen and Sound System for the Sports Hall by committing £2500 from the PTA funds, that they couldn't support the Music Department request at this time as it would not leave sufficient funds for other requests. It was hoped that the Summer Concert would be a good opportunity to boost funds for the Music Department.
- **Outdoor Digital Clocks:** Ongoing - BO offered to research suitable outdoor analogue clocks. The committee agreed that 2 clocks be purchased, sizes 50cm + with a budget of approximately £100 in total. To be updated at the next meeting. **BO/KS.**
- **Student Planners:** It was noted that the PTA would once again fund the student planners for the new school year, cost approximately £1500. **BO/KS.**

100 Club: 42 tickets sold to date:

- **Winners:**
July -1.
August -2.

Fundraising Planning:

- **Music – Summer Concert:** It was confirmed that the Summer Concert would take place on 10 July 24. The PTA would provide refreshments as usual. Request for volunteers to assist: KS and BO confirmed availability. Start time noted as 1900, further details to be sent via the PTA Teams Channel. **All.**
- **School Sponsored Walk:** It was confirmed that the School Sponsored Walk would take place on 12 July 24. The committee agreed that they could provide a food stand along the route (suggested hot dogs as on previous events and sweets), KS agreed to further discuss arrangements with JP. Update to PTA via Teams Channel. **KS/JP.**
- **Year 7 Induction Evening:** The Year 7 Induction Evening was confirmed as 25th June 24, 1700-1900. It was agreed that the PTA would organise the Pre-Loved Uniform Pop-Up shop, sale of daisy badges and refreshments and use the evening to promote the PTA to try and encourage a wider membership and also promote the 100 Club:
 - Pop Up Pre-Loved Uniform Shop - BO to drop off uniform (shoes and boot to be stored in school). **BO/KS.**
 - Refreshments – Tea/coffee/J²O and biscuits.
 - QR codes set up to enable signing up to the 100 Club and PTA. **KS.**
 - Possible showcase of canteen food to be organised by canteen staff or PTA - JP/KS to discuss with canteen staff. **JP/KS.**
 - Volunteers to confirm availability via Teams Channel please. **All.**
- **Open Evening:** No update, however the Year 5 Open Evening confirmed as 2 July 24. Further details to be distributed via Teams. **All.**
- **Duck race:** The committee discussed the planned Duck Race and agreed a better start day for the event would be 8th July finishing on Sports Day on 16th July when all students would be in school; rather than the Sponsored Walk day when students would be possibly leaving school early.
 - MG agreed to design a suitable poster for the event. **MG.**
 - Posters to be distributed around the school by 21 June. **KS.**
 - Event to be advertised via School Newsletter and assemblies. **KS.**
 - Ducks purchased online as before at a cost of £2.50.
 - A number of prizes be awarded: for eg. small fun prizes for daily race winner (time of day to be set and checked and announced on boards/Form time?), best named duck, Form prize, overall winner etc.

AOB:

- It was suggested and agreed that a reminder go out to students for donations of any unwanted school uniform for the Pre-Loved Uniform Shop – reminder to go out in the School Newsletter, Social Media and Notices. **KS.**
- Sec confirmed that due to relocating, this would be the Sec's last meeting, KL kindly offered to volunteer for the role: it was agreed that a new Sec, along with the other PTA roles would be voted in at the Annual General Meeting (AGM) in September.

Next meeting: September 2024, AGM followed by PTA meeting, date TBD - in school.