

Minutes KSHS PTA Meeting - Monday 25th September 2023

Present: BF, KF, JP, BO, CSD, JA, AC, WMc, RM, SG, KL.

Apologies: 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:

Bank: Statements received from Natwest. BO requested approval for £11.99 cheque to be paid for more paper bags for the Pre-Loved Uniform shop as the current stock had run out. Approved.

BO/KF.

An invoice had been received for approval for £1414 for the purchase of the yearly school planners for students. Agreed. JP forwarding to BO for action. **BO/JP.**

Current Account: £2058.97

Reserve Account: £3809.07

Petty Cash: £27.60

Gift Aid: N/A

Income:

Pre-Loved Uniform BO/AC: Following the very successful Year 7 intake evening last term, sales from the Pre-Loved Uniform shop over the summer had been quiet, with sales of £25.50. However stocks were being replenished with donations ahead of the Year 7 settling in evening. KF updated the committee that the Headteacher had expressed the wish to keep the Pre-Loved Uniform shop going as it was so successful and was cost effective for the purchase of uniform. Annual income to the PTA from the Pre-Loved sales was estimated to be at least £800 pa. **BO/AC/KF.**

Duck Balloon Race: It was confirmed that prizes for the Virtual Duck Balloon race held in July had all been delivered, WMc volunteered to draft thank you letters to those who had donated prizes (vouchers from The Italian Connection, Thai Sabai, Ceces) including a thank you to MF for requesting donations from local restaurants. The committee agreed that as the Virtual Duck Balloon race had proved so successful that the committee could run this as an annual event.

Football Shirt: £250 had been received from the football shirt auction/sale.

100 Club: The committee discussed the possibility of using a Microsoft Form for parents/carers to purchase 100 Club numbers in addition to paper forms being handed out at the Year 7 settling in evening. BO agreed to look at producing a suitable Microsoft Form. KF agreed to include information regarding the 100 Club in the school newsletter and to advertise via Twitter. **BO/KF.**

Winners: Winners for September and October would be added to those drawn for November at the next meeting to allow enough time for new 100 Club numbers to be purchased.

Fundraising Planning:

- **Pre-Loved Uniform** - It was agreed that the Pre-Loved Uniform shop would continue as it was proving so successful. The PTA had also been asked to sell uniform at the Year 7 settling in evening on 10 October, to which the committee agreed. **BO/AC/All**.
 - AC/BO agreed to liaise re uniform - drop off/setting up. **AC/BO**.
 - JA agreed to bring in spare hanging rail; KF offered to try and find space for the rail to be stored in school. **JA/KF**.
 - It was suggested that DofE students could possibly assist with the sales of uniform as part of their Volunteering Section. KF agreed to consider further. **BO/AC/KF**.
 - Additional hangers were requested, it was suggested using the Factory Shop in Sleaford as they often have boxes of free hangers outside the store.
 - Committee volunteers to help out on the evening so far: **JP, WMc, JA, KL, BO, RM** (attending but can help), **KF** (presenting but can also help).
- **Lincs Fashions/Fundraising Fashion Show 12 October** – The Lincs fashion Show had been rearranged for Monday 30th November due to road closures in town on 12th October. It was confirmed one person had agreed to model (GH), more models and runners were required. Models were confirmed to have to be aged 18 or over. Lincs Fashions had requested a downstairs venue to enable clothes to be brought in on rails; JP was checking school bookings as it was thought the Main Hall had been booked instead of the Sports Hall. Timings of event to be confirmed. Refreshments to be provided by the PTA. **JP/All**.
 - It was agreed 4 models would be ideal and more runners were required; request to go out for more volunteers. **JP**.
 - RM volunteered as a runner. **RM**.
 - Suggested that 6th Form students (Year 13 over 18s) may be able to assist as runners?
 - It was considered that the Drama studio could be used as a changing room/trying clothes on. **JP**.
 - It was suggested that posters advertising the event could be made in school by Graphics staff; JP agreed to forward info to KF who would look into further as to who could assist. **JP/KF**.
 - JP had a template for the tickets, which again was thought could go to Graphics staff for production. **JP**.
 - The committee agreed that the event could be advertised to parents/carers as well as the general public. KF agreed to advertise in the newsletter along with requests for models/runners. **KF**.
- **Bags2School Civvies Day/Children in Need – Friday 18 November** - The committee opted to use Rags2Riches instead of Bags2School as a fundraiser as items of bric-a-brac could also be donated allowing more to be donated. JA agreed to bring in items from a Thrift Shop that otherwise would be just donated to charity. To make it easier for students/parents/carers to drop off donations, it was agreed that donations could be delivered over a period of a week. More information would be published in the school newsletter. **JA/KF**.
- **Bags2School Civvies Day /Sports Aid – Friday 15 March 2024** – To be discussed at next meeting. **CSD/KF**.

- **Other ideas:**

- It was suggested that the PTA hold a Christmas raffle with a number of prizes, including a star prize. The option of purchasing a raffle licence was discussed, thought to be £42 for the year; this would enable raffle tickets to be sold in advance. It was agreed to look into this further, update at next meeting.
- The idea of an Easter Bunny bingo/quiz night was discussed which could be advertised as a family event. It was agreed that the committee would look into this further nearer to Easter.
- It was suggested that a Movie Night for Year 7s and 8s (buddies) be held before Christmas. Suggested date was Friday 17th November. JP to discuss with Head of Year 7 to see if feasible.
 - Suggested £4 ticket price to include hot dogs (cooked in canteen), squash and movie.
 - Movie choice could be voted on using tokens to avoid too many different options.
 - Suggested Graphics be approached for poster design.
 - Tickets to be sold in advance/ParentPay?
 - PTA to provide sweets for sale.
- A number of other ideas were discussed as fundraising events including: a recording event with Shug Studios, summer festival with bands event, outdoor concert, talent show, summer fete. All agreed to discuss further at future meetings. **All**.

AOB

The committee had received a request for PTA meetings to be also held via Zoom or Teams as well as face-face, as it was not always easy to attend meetings in person. The committee agreed to include participation in future PTA meetings over Teams by 'invitation only'; it was agreed that meetings would not be audio recorded. KF would advertise via the school newsletter. **KF**.

A number of committee members were having difficulty accessing the PTA Teams channel, KF agreed to investigate further with the IT Department. **KF**.

Next meeting: 20th November 2023.

Provisional dates for next year:

15th January 2024.

26th February 2024.

29th April 2024.

10th June 2024.