

**Canonbury School Parent Teacher Association
Minutes of Meeting held 24th Mar 2010**

Present: Abigail Hopkins, Carine Wittenbol-Ocak, Alexis Schwartzreich, Michaela Field, Jenny Puddington, Tania Raymond, Alice McAllister, Sian Thomas, Inga Loca, Marilyn Joseph, Francesca Hughes, Saide Ayadi, Emma Kay, Ruth Crafer, Caroline Russell, Suzanne Harris, Emilija Bakalousker, Heidi Kortbaek, Nazahat Cihan, India Gebler, Pat Treasure, Pauline Tiffen, Becky Seager, Jenny Puddington, Dogan Turker.

Committee:

Staff – Matt Britt, Lisa Horton, Mich Bahn

Parent - Jacque Moreton, Sarah Wallis, Angela Bhardwaj, Shu-Chi Souillard, Sarah Ouldcott

1. Welcome

The PTA welcomed Matt Britt to his first meeting.

2. Approval of Minutes

The minutes from the last PTA meeting were approved.

There was a query on the difference between camcorders (£1000 budget) and Digi Blue cameras (£500 budget) that were approved for purchase at the last meeting. Lisa Horton explained that Digi Blue cameras are child friendly film recorders but produce low quality films. Camcorders are proper film recording equipment which produce high quality film. The school already has 6 digital cameras (PTA funding request approved in Oct 2009). All of these are long term investments which will allow the children to gain creative skills.

We reiterated the need for security for these expensive equipment. Lisa confirmed that all equipment are locked away but readily accessible for children to use.

There was a question about editing software for these film recorders. It was pointed out that before buying any software, we should first ask parents and staff to see if anyone could lend/donate these. In general, any resource that the school needs (whether materials or skills) should first be obtained from staff and parents.

3. Treasurer's Report

Jacque Moreton reported that we have £4118 in the Natwest current account. However, as £4365 was approved for expenditure on various projects at the last meeting, we will need to transfer some money from the savings account to the current account. This means that PTA will soon be low in funds, so we need to ensure that the upcoming fundraising events are successful!

Jacque informed Matt Britt that the two main fundraising events are the summer and Christmas fairs (bringing in around £2500 each). The PTA then receives requests for funding from teachers. Examples of requests are cushions for book corners and storage shed for PE equipment.

4. New Funding Request System

In the new term, we will be setting up a PTA e-mail address which will be accessed and maintained by the PTA committee. Teachers will be able to send in requests directly to the PTA via this e-mail address. Parents and carers can also use this address to send in comments, suggestions and questions.

Any future single bid for funding that is for £500 or more will need to be discussed with Matt Britt and the PTA committee before being presented at a meeting.

5. Forthcoming Events

- Fashion show

This is postponed to the end of May or early Jun due to CRB checks being required for the MA students. Barry is following up on the checks. The children enjoyed the T-shirt redesign event and produced very high quality work.

- Quiz night
This is postponed to 29 Apr as we lost 3 days of ticket selling opportunities due to school closure. Sarah Wallis explained to Matt Britt that this was the main funding event for Yr 6 journey (to pay for transportation). Matt will be our quizmaster this year.
- Barn dance
Abigail Hopkins is the organiser of this event. The aim is not to raise funds, but to provide a social occasion for the whole school. Therefore ticket prices will be low (ticket sales pay for the band). At the last barn dance, we charged £3 for adults and £2 for children. The bucking broncho paid for itself, and bar/food made a little money. In total the event made about £300.
A date has not been set yet. Matt will come back with a date in the second half of June (Thursdays are good) that suits the school calendar.

6. Canonbury Cookbook

Sarah Wallis suggested compiling a Canonbury Cookbook to sell at the summer fair. Parents and teachers can submit easy dinner recipes that their children like. India Gebler volunteered to submit some recipes from the Cooking Club. The recipes can also tie in vegetables that are grown at the school. We can have a Cookbook stand at the summer fair selling food made from some of the recipes.

Sarah would like the recipes by the early part of next term. She will send out a letter to all parents. Recipes can be submitted to the PTA e-mail address, or dropped in a box at the school reception.

7. School Website

The PTA section of the website should be updated to include more details – forthcoming events, names of committee members and class reps, and the new e-mail address.

Matt Britt will be looking at the Canonbury website redesign in the new term. He will meet with the PTA committee and Ruth Crafer then. Ruth suggested having a dedicated (paid) resource who is responsible for keeping the website up to date.

The committee suggested a Canonbury Freecycle section on the website, where parents can give away unwanted items. The school will only provide advertising space, ie, items will NOT be stored at the school. It is up to both parties to arrange the delivery of the item. Items must not be ones that will otherwise be sold at the school fairs (we need them to raise funds for the PTA!).

A parent commented that, in general, we cannot rely only on the internet for communication. Therefore, instead of a section on the website, we will have a noticeboard for Canonbury Freecycle. Since the Freecycle concept perfectly complements our Sustainability programme, Emma Kay volunteered the green team to disseminate news about Canonbury Freecycle.

8. A.O.B.

- a) Sylvie O'Sullivan, who has worked at Canonbury for 26 _ years, will be retiring at the end of the term. We have started a collection for her gift, and plan to have a surprise tea party on her last day (1st Apr). Parents are asked to sign up at the office if they can bake a square cake that is covered with chocolate and decorated with Smarties. These will be put together to make a big cake.
- b) As 1st Apr is set aside for Sylvie's tea party, the traditional Canonbury bonnet parade will take place on 31st Mar at 2:30pm. This year, in support of research for brain tumour, children are asked to create hats with their favourite theme, and to keep "reduce, reuse and recycle" in mind.

The PTA committee has sent an e-mail to all class reps to inform them of the above two points.