



**Arnold Hill Academy Parent Teacher Association**

**Arnold Hill Academy PTA Meeting Minutes**

**Thursday 2<sup>nd</sup> July 2015**

7:30pm – 9pm Major Oak Rolleston Drive Arnold

**Attendees:**

**Apologies**

Paul Drury (Deputy Chair) Charlotte Anderson (Treasurer) Matt Robertson (Chair Person) Kath Terry Rosy Stocks Jenny McLaughlan Lisa Ellington Clare Mayle Natalia Paz Faye Spencer Deb Campion Dr Sudha Vashisht	Emma Meldrum Gwen Morgan Sarah Sewell
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**Minute taker:** Ashley Brown (**Secretary**)

Welcome and apologies

3. Minutes of the last meeting: The minutes of the last meeting on 13<sup>th</sup> May 2015 were accepted.

**Matters arising**

**Action**

<p>4. Feedback from Departments:</p> <p>Faye Spencer had been in touch with Ms Nichols who has asked for funding for clay to support the Art department, she has requested a PTA funding form.</p> <p>Kath Terry has contacted Drama, Jade Richards said she would like a funding form and would keep in contact.</p> <p>Paul Drury has been in contact with PE Alison Keates who is busy organising sports days but would be in touch if any help was needed.</p>	<p>Faye Spencer</p> <p>Kath Terry</p>
<p>5. Matt asked for help to serve refreshments at the Year 6 Parents' information evening on the 9th July 2015. Faye Spencer, Charlotte Anderson, Paul Drury and Kath Terry volunteered to help. Paul also confirmed he would talk to parents to promote the PTA, he asked that the website be put on the screens during his talk.</p>	<p>Matt Robertson</p> <p>Paul Drury</p>
<p>6. Rosy said that she had met with Lee Roberts the AHA site manager regarding the organisation and facilities for the Food Fair. The site could hold 20 stalls in the LS Hall and 5 in L1 and it would be possible to use the canteen for any overflow if it was needed. The area outside the reception would hold a plant stall which Charlotte Anderson would help source. The reception area would also be used to sell raffle prizes and display the raffle.</p>	<p>Charlotte Anderson</p>

<p>Feeder and primary schools would need to be contacted to help promote the Food Fair and source stall holders. Also what's on websites must be contacted regarding the event and to attract stall holders. AHA would receive all responses - to be distributed. Paul Drury confirmed no licences were required for the fair.</p>	<p>Deb Campion Ashley Brown</p>
<p>A slide show would be required to promote the school, this would be organised by Matt Robertson.</p>	<p>Matt Robertson</p>
<p>A scale plan of the hall is required to promote and organise the stall bookings Rosy to liaise with Lee Roberts and Dug Robson regarding this.</p>	<p>Rosy Stocks</p>
<p>Rosy agreed to contact Lee Roberts regarding the setting up of the fair and Charlotte will contact Lee to organise the car parking including stall holders setting up and parking.</p>	<p>Rosy Stocks Charlotte Anderson</p>
<p>Rosy said that it was important to keep the organisation list up to date and get completed jobs signed off.</p>	<p>All PTA</p>
<p>Refreshments for the Fair to be coordinated by Charlotte Anderson and Clare Mayle who will contact Suzanne Norris to see if the D &amp; T staff and students could supply and serve food and drinks from the canteen. Items sold must not be prepared and served using canteen equipment.</p>	<p>Charlotte Anderson Clare Mayle</p>
<p>Stalls sales must be monitored so there isn't a lot of duplication and there is limited affects to the profits of the refreshments.</p>	<p>Ashley Brown</p>
<p>Deb Champion and Faye Spencer volunteered to coordinate publicity for the Fair.</p>	<p>Deb Campion Faye Spencer Matt Robertson</p>
<p>Games co-ordinators are Ashley, Charlotte and Jenny.</p>	
<p>Matt Robertson said he would coordinate a competition for AHA students to design a poster to promote the Food Fair a £25 iTunes voucher would be given to the student with the winning design. The poster should include Sunday 22nd November 2015 10am – 4pm entrance fee £1 under 10yrs old free.</p>	
<p>IQ Prints to be considered for the production of the promotional banners and printing.</p>	<p>Deb Campion Ashley Brown</p>
<p>7. Deb Champion said she would update the website and the school screens to promote the Food Fair and the competition. Also liaise with Ashley to update further the web page.</p>	
<p>8. Natalia Paz asked for funding for 2 tool kits for Years 7 – 9 Spanish and French to help with the new assessments. The tool kits were created by Rachel Hawkes and are resources packs to aid writing and speaking to prepare students for exams. Total cost £477.60. The funding was voted on and approved by a majority of the members.</p>	



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Claire Mayle said the 3D printer had been delivered to the D & T department, Deb Campion has put photos on the website.

Claire was also asking for funding for a reward for effort for the top tutor group in each year. She would require £280 - £350 which will be used to purchase Domino's Pizza for the rewarded tutor groups. This was a half price negotiated deal. The funding was voted on and was approved by a majority of the members.

Claire also asked for the PTA to consider funding for collapsible seating for the hall areas. The seating would be used by students for lunch times. The information would be considered by the association and discussed at the next meeting.

**Next Meeting Thursday 17<sup>th</sup> September 2015 7.30pm-9pm Major Oak Rolleston Drive Arnold.**