

STRETFORD GRAMMAR SCHOOL PTA

Meeting 21 January 2019

Present: Fiona Johnson (Chair), Karen Turner, Susan Mulhern, Marzita Abdul Rahman, Fran Holker, Jane Raiswell, Franzisca Smith

Agenda Item/Discussion	Action
<p>1. Apologies for absence Mr Mullins, Mrs Baxter, Lucia Tenjo Benauides, Claire Barlow & Michelle O’Leary</p>	
<p>2. Minutes of meeting held on 30.10.18 Minutes from last meeting are ok</p>	
<p>3. Matters arising As in the agenda</p>	
<p>4. Cake Sale on 22.02.19 at 1.10-2.10pm Fiona to email bakers off database & send letter to parents’ before half-term for donation of cupcakes, traybakes or small individual cakes. All to be nut-free and reduced sugar if possible. Fiona to also get napkins for event & email Mr Marshall for help from 6th Form students. All cakes are 50p or £1. Fran to sort float & Jane to collect after event. Whole (if any) cakes in staff room with honesty box Jane to produce poster & email to school to be sent both the week before half-term & the week of the event as reminders to parents. Set-up at 12.30pm in hall.</p>	<p>Fiona</p> <p>Fran / Jane</p> <p>Jane</p> <p>Fran/Marzita/Franzisca</p>
<p>5. Review of Chocolate Bingo 30.11.18 It was a great evening generally enjoyed by all who attended although slight technical problems at the start. There were lots of chocolates including the tombola. We felt it would be one to repeat Catered food price was not accounted for in total ticket price and there were lots of leftovers. Look to do simple food (e.g. hotdogs or pizzas) Refreshments were very busy, need more mugs. Jane</p>	<p>Info to be saved for next event</p>

<p>offered to collect & store.</p>	
<p>9. Pamper Evening on 22.03.19 at 7-9pm</p> <p>Repeat Stalls - Jewellery, Forever Living (Fran has another contact), Tropic Skincare, Organo, Rubina for snacks & henna, Bags, Shiatsu (parent), Holistic Therapy (Pearline), nails (Susan's contact Katie), Indian head, neck & shoulder massage (Top Health - Susan's contact Bob), Eyebrow threading (Susan to contact), Beauty (Hayley Langford)</p> <p>New Stalls - Email parents' for any interest in stalls. We require Cards, Clothing. Jane to source & contact</p> <p>Also during the week, Susan to come in at lunch time (Wednesday & Friday of that week) to sell Mother's Day tombola gifts.</p> <p>Donations: Susan will donate a pamper hamper that will go towards a Raffle during the event. Letter to parents to request donations for tombola for the event e.g. chocolates (in-date ones only)</p> <p>Refreshments: Cakes & drinks plus possible Indian savoury snacks. Susan to buy small plates (100) napkins (150) & forks (100). Karen to buy Fanta, cartons of juice, cream for hot choc. Jane to check store for leftover cans from last event.</p> <p>Helpers list: Jane to contact. Fiona to forward her list</p> <p>Publicity: 2 posters to be produced. Version for social media to not include ticket price. A4 for putting up in venues as listed & A5 versions for leafleting in residential area around school by 6th Form students. Lucia to list event in eventbrite for gauge on attendance.</p>	<p>Jane / Susan to contact & confirm attendance</p> <p>Jane</p> <p>Fiona to liaise with Emma at school to send message to Form Tutors</p> <p>Fiona to write letter & forward to Emma</p> <p>Susan/Karen/Jane</p> <p>Jane/Fiona</p> <p>Jane (Poster) Marzita (put up)</p> <p>Lucia</p>

<p>6. Review of non-event fundraising</p> <p>BAG to SCHOOL - Collection date is 15.03.19. Karen offered to count bags in packs of 30 for distribution in school before date. Fiona/Claire to confirm date bags are meant to be in school.</p> <p>Bag packing at Tesco - Provisional date 27.04.19. Susan to confirm 2 weeks before date. School to be informed</p> <p>Easy fundraising: Latest statement will be due in Feb 19.</p>	<p>Karen/Fiona to liaise with school Claire</p> <p>Susan</p>
<p>7. Any other business</p> <p>Balance of PTA accounts is £1,900. We have donated half of the targeted £20K!</p>	<p>All to note</p>

Date of next meeting Wednesday 27 March 2019 at 6.30pm (School to confirm)

Stretford Grammar Parent Teacher Association
Registered charity no. 1140228
www.stretfordgrammar.com
admin@stretfordgrammar.com



Stretford
Grammar School
Aspirat primo fortuna labori