

PTA MEETING 25th SEPTEMBER 2019

Minutes

Members present at the meeting were as follows:-

- Jasmine Arif
- Sharon Watson
- Nazia Ali
- Rehana Ali
- Abida Parveen
- Aqsa Butt
- Charlene Henegan

Members absent from the meeting were as follows:-

- Rehana Kouser – Treasurer of the PTA
- Nina – Secretary of the PTA – absent due to maternity leave

Topics/Issues arose at the meeting:-

- Agreement to the last minutes of the PTA meeting
- Raising funds for the upcoming Community Café
- Voluntary contributions by the PTA members
- Christmas Fair and a Raffle
- How the school newsletter can help raise awareness of the PTA for new membership?

The meeting was opened by the pastoral team lead Mrs Jasmine Arif. She welcomed the parents and Chairperson Mrs Nazia Ali.

Mrs Nazia Ali, then forwarded by reading the minutes from the previous meeting. After confirmation by all members' new topics and issues were then discussed.

It was put forward by Mrs Jasmine Arif that, at all times before officially commencing the meeting the minutes from the previous agenda should always be agreed upon. This is basically so that there are no discrepancies between PTA officials and the parents. The notion was agreed and carried out by the chair person.

Mrs Nazia Ali, talked at length about the Community Café and how it is important for the parents to come in, talk and relax within a school environment.

She put a lot emphasis on raising funds and contributing in terms of providing food for the café. It was suggested by the chair person that maybe members of the PTA/coffee morning parents put in a voluntary contribution of food, drinks, disposable dishes etc so as to maximise the profits to be used for other events within school. The coffee morning mums have done this previously for the Heaton Gala and Eid Day festival and successfully raised hundreds of pounds for the benefit of the school.

Quite a lot of members pledged donations of some of the favourite foods and drinks at the meeting. The chair person and other members took upon themselves to inform others who could not make it to the meeting as to what they could offer to donate on the day via the school 'WhatsApp' group.

A list of the members and their contributions will be confirmed and added on the next minutes.

It was suggested by the chair person that, both PTA members and all parents who regularly attend the school coffee morning should put aside some money on a voluntary basis at home for contributions towards school events. This was discussed at coffee morning before we broke up for the summer holidays and the coffee morning mums agreed with this idea and many were happy to make this contribution. It could be as little as £1-2 a week. Every little helps. This will maximise money raised for the school and reduce the expenses to be taken out of funds raised.

This is only to maximise profits for the school and make funding available for other causes and events too.

The Christmas Fair and a Raffle were also discussed. It was suggested that the PTA members should donate towards a stall at the fair. The members could buy, wrap and then sell gifts and any profit made would be reinvested back in to the PTA for future events for the benefit of the school.

It was agreed that parents would buy at least 20 items and then sell them at the price of £2 or £3. Tombola was also agreed to be included at the fair. Also, local businesses should be involved in this event by the means of a raffle.

In order to promote the PTA to parents old and new, it was suggested that the school newsletter should be used as a tool for marketing.

It was suggested to put forward and agreed first to Mrs Smith, to hold a themed coffee morning to welcome new parents for further discussions and ideas for the up coming community café.

The date for the next upcoming PTA meeting is yet to be confirmed by the members and discussions to take place as to where the funds raised from the community café will be spent. The school can put forward their request for any particular idea.