| PTA N | Itg 8/9/16 | | | | | | | | | | | | | | | | | | | |
|-------|---|---------|-------|---------|---------|---------|---------|------------|--------|---------|--------|-------|----------|---------|----------|------|----------|----------|-------------------------|----------|
| AT | TENDEES: Sue Billingham, Bill Billingham, Sarah Proudlock, Therese James, | APOL | OGI | ES: Kir | n Cha | fey, D | ebbie K | nox, Vitto | ria | | | | | | | | | | | |
| Zc | e Johnson-Walker, Martin Buocik, Jane Ware, Emma Hilling, Victoria Campbell, | Colbo | ourne | , Ben I | Hillmar | ı, Jacq | ui Thor | pe, Jason | Arms | strong, | | | | | | | | | | |
| Na | atalie Cotter, Julia Wigram, Sally Forsgate, Anthea Cooper | | | | | | | | | | | | | | | | | | | |
| .= | information only | | | | | | | | | Wh | | | | | | | | | | |
| Ac | ction_ | Ben S | Sue | Bill Ju | ılia Ja | ne Zo | Marti | nTheres | eSally | Jason | Jacqui | Sarah | Anthea | Natalie | Victoria | Emma | Kathy | ALL | By when? | Comments |
| | | | | | | | | | | | | | | | | | | | | |
| | eneral eneral | | | | | | | | | | | | | | | | | | | |
| | nutes/Actions - Please inform Bill of any | | | | | | | | | | | | | | | | | | Ongoing - Bill to | |
| | dates/developments/progress/problems on an ongoing basis, either by Email, | | | | | | | | | | | | | | | | | | recirculate on 10th Oct | |
| | one call (07771 837845), or sending Bill this spreadsheet with an update in the | | | | | | | | | | | | | | | | | | (2 days before next | |
| | DMMENTS section. Bill will then recirculate updated version 2 days before the | | | | | | | | | | | | | | | | | | meeting - AGM) | |
| | xt meeting | | | | | | | | | | | | | | | | | | | |
| | EXT MEETING DATE - Wed 12th Oct - Churchill Suite | | | | | | | | | | | | | | | | | | | |
| Ne | ext but one meeting date - Thur 24th Nov - Churchill Suite | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |
| | inston's Got Talent | | | | | | | | | | | | | | | | | | | |
| Da | ate of Fri 7th Oct 2016 has been postponed. Applications were low due to a | | | | | | | | | | | | | | | | | | | |
| | mber of factors we can address. Natalie Cotter will lead school team - plan is to | | | | | | | | | | | | | | | | | | | |
| | liver a "Talent Showcase" at end of Term2 and "WGT" at end of Term3. Mr. | | | | | | | | | | | | | | | | | | | |
| | ake to be recruited to planning team if possible. PTA to provide support as | | | | | | | | | | | | | | | | | | | |
| | quested. | | | | | | | | | | | | | | | | | | | |
| 2 Na | atalie to inform Bill of dates for "Talent Showcase" and "WGT" once finalised | | | | _ | | | | 4— | | | | | | | | | | When finalised | |
| | 2- N2-14 400- N | _ | _ | | | _ | _ | | 1 | | | | | | | | | | | |
| | uiz Night 18th Nov | \perp | _ | | _ | _ | + | | 1 | _ | | | | _ | | - | | | 40th Nove | |
| | son to "compere" | | | _ | _ | _ | _ | | - | | | | | | | | | | 18th Nov | |
| | son/Bill to generate quiz questions (big appetite from group for Picture Round) en to provide any insights to Jason from previous Quiz Nights | | | | _ | _ | _ | | 1 | | | | | | | 1 | | | 11th Nov 11th Nov | |
| | Iditional ideas to be considered to break up rounds:- | | _ | | _ | _ | +- | | + | | | | | - | | - | | | 11th Nov | |
| | Throw £1 at bottle of champagne (nearest wins) | | | | | | | | | | | | | | | | | | TIUTINOV | |
| | Heads & Tails (as always) | | | | | | | | | | | | | | | | | | | |
| | ex Woods (WCS IT) happy to provide "technical support" for event - Bill/Jason | | | _ | _ | | + | | + | | | | | | | 1 | | | 11th Nov | |
| | liaise | | | | | | | | | | | | | | | | | | THUTNOV | |
| | ices from last event to remain. £5pp / £35per table of 8 / £6.50 on door | + | - | | + | _ | + | 1 | + | | | | <u> </u> | | 1 | + | <u> </u> | <u> </u> | | |
| | ue to produce A4 poster/flyer to advertise event (needed by Yr 7 info evening on | | | - | \neg | + | 1 | + | + | 1 | | | | | 1 | 1 | - | | 21st Sept | |
| | and Sept) | | | | | | | | | | | | | | | | | | | |
| | arly advertising of event on PTA website / Parentmail / Facebook / NetMums | | | | | | | | 1 | | | | | | | | | | 3rd Oct | |
| | ne to source prizes for raffle - consider a "Silent Auction" for better prizes to | | | _ | | | 1 | | + | | | | | | t | 1 | | | 11th Nov | |
| | ise more funds | | | | | | | | 1 | | | | l | | | | | | | |
| 11 Or | nce better prizes are known consider adding them to advertising | | | | | | T | | | | | | | | | | | | 28th Oct | |
| | I to contact George Abbott School (raised £1600 at last Quiz Night). Sue may | | | | | | | | | | | | | | | | | | 7th Oct | |
| | ve contacts for GA PTA | | | | | | | | 1 | | | | l | | | | | | | |

| BootSales | | | | | | | | 1 | | | | | | | | | |
|---|----|--------|---|----------|---|---|---|---|--|----------|---|--|----------|--|----|------------------------|----------|
| 13 Student table to sell donated items to be organised by Martin | | | 1 | | | | 1 | 1 | | | | | | | | 2nd Oct (plus | |
| ,,,,,,,, | | | | | | | | | | | | | | | | subsequent dates) | |
| 14 Bill to allocate table for students on spreadsheets | | | | | | | | | | | | | | | | DONE for all BootSales | |
| | | | | | | | | | | | | | | | | this season | |
| 15 Ben to continue to "manage" BootSales on the day | | _ | | | | | _ | | | | | | | | | 2nd Oct (plus | |
| | | | | | | | | | | | | | | | | subsequent dates) | |
| 16 Ben to continue to manage banner advertising of events in week running up to | | _ | 1 | | | | _ | | | | | | | | | 26th Sept - 2nd Oct | |
| them - existing banners to be used for Oct 2nd event | | | | | | | | | | | | | | | | | |
| 17 New banners - Bill to check with Ben existing banner size (so any new we order | | | | | | | | 1 | | | | | | | | 23rd Sept | |
| are the same). Plan will be to use new banners around school, and old banners | | | | | | | | | | | | | | | | | |
| on local estates | | | | | | | | | | | | | | | | | |
| 18 New banners - Sarah to obtain quotes for following:- | | _ | _ | | _ | _ | _ | + | | | | | | | | 30th Sept | |
| 1. 6 new banners with school logo / "this Sunday" / "come and grab a bargain" etc | | | | | | | | | | | | | | | | обит борг | |
| 2. 12 x laminated A3 cards for lamposts | | | | | | | | | | | | | | | | | |
| 3. 2 x Pop-up banners to use at entrance to school on event day | | | | | | | | | | | | | | | | | |
| 19 Ben has requested an "Assistant Manager" who could run BootSales on the day in | | | | | _ | _ | _ | + | <u> </u> | | | | | | | 23rd Sept | |
| case of emergency for him. Julia/Jane to put together a rota spreadsheet to | | | | | | | | | 1 | | | | l | | | Zoru Sept | |
| ensure all this seasons BootSales are covered in this respect. Sue to speak to | | | | | | | | | 1 | | | | l | | | | |
| Kathy Guy about this role. | | | | | | | | | 1 | | | | l | | | | |
| 20 Martin to explore possibility of BootSales being advertised on Eagle Radio events | | | | | | _ | - | + | | \vdash | | - | | | | 23rd Sept | |
| | | | 1 | | | | | | 1 | | | | l | | | Zoru Sept | |
| page | -+ | | _ | | | | _ | + | | | | | | \vdash | -+ | 22rd Cont | |
| 21 Natalie to engage Yr 10 team to "settup" and "takedown" tables on Sat/Sun of | | | | | | | | | 1 | | | | | | | 23rd Sept | |
| BootSales. Last year worked really well with "Lead Student" who galvanised | | | | | | | | | 1 | | | | | | | | |
| support from friends. Bill to make sure Natalie has all event timings. | | | | | | _ | _ | 4 | <u> </u> | | | | | \vdash | | | |
| | | | | | | | | | | | | | | | | | |
| AGM - Wed 12th Oct | | | | | | | | | | | | | | | | | |
| 22 Bill/Sarah/Victoria to have a table at Yr 7 info evening on 22nd Sept to:- | | | | | | | | | | | | | | | | 22nd Sept | |
| Announce AGM and invite Yr7 parents to attend | | | | | | | | | | | | | | | | | |
| Distribute Quiz Night flyer/tickets | | | | | | | | | | | | | | | | | |
| 3. Donations | | | | | | | | | | | | | | | | | |
| 23 Bill/Julia to explore documents on "running AGMs" on PTA UK site | | | | | | | | | | | | | | | | 5th Oct | |
| | | | | | | | | | | | | | | | | | |
| PTA UK website | | | | | | | | | | | | | | | | | |
| 24 Bill to circulate a link to PTA UK site. Anyone interested in exploring site will need | | | | | | | | | | | | | | | | 21st Sept | |
| to contact Julia for access codes | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| New WCS PTA website | | | 1 | | | | | | | | | | | | | | |
| 25 Martin/Emma/Sue to develop plans to complete and launch new site | | | | | | | | | | | | | | | | 21st Nov | |
| | | | | | | | | | | | | | | | | | |
| AOB | | | 1 | | | | | 1 | 1 | | | | i | | | | |
| 26 2017 Prom on Thur 29th June - Zoe to provide parents with formal announcement | | \neg | 1 | | | | | 1 | 1 | | | | i | | | 31st Jan 2017 | |
| of date, to ensure they have sufficient time to arrange time off work if needed | | | 1 | | | | | | 1 | | | | l | | | | |
| (reflecting switch from usual Sat date) | | | 1 | | | | | | 1 | | | | l | | | | |
| 27 Julia to catchup GiftAid issues, and request support if needed | | _ | | | | | _ | 1 | t | | | | | | | 5th Oct | |
| 28 Race Night in Spring Term? - revisit | | \neg | | | - | | _ | 1 | † | | | | | | | PTA mtg 24th Nov | |
| 29 Uniform sales - Zoe suggested a table at Parents Evenings (dates available on | _ | - | + | \vdash | _ | | | _ | | | | | | | | On-going | |
| School Calendar). Therese/Sally/Anthea to look into a rota to cover these dates | | | 1 | | | | | | 1 | | | | l | | | J 90m/g | |
| concer canonical j. Therefore cany in third to look into a rota to cover these dates | - | _ | + | | | | | 1 | - | | | | | + + | | | |
| Next Mtg Agenda (12th Oct - AGM) | | | + | \vdash | _ | | _ | + | - | | | | | | | | |
| Full AGM agenda (including key positions) | -+ | - | + | | | | _ | + | | | | | | + | | 12th Oct | |
| PTA fundraising priorities | -+ | - | + | | _ | | _ | + | | | | | | + | | 12th Oct | |
| BootSales - create rota for putting up and taking down banners at each agreed | -+ | - | + | \vdash | | _ | + | + | - | | | - | | - | | 12th Oct | |
| site. | | | | | | | | | 1 | | | | l | | | 1201 OCL | |
| | - | - | + | \vdash | | _ | + | + | - | _ | - | - | - | \vdash | _ | 1215 024 | |
| Football tournament - explore Jason's suggestion of a Winston Football | | | | | | | | | 1 | | | | l | | | 12th Oct | |
| Tournament in June(?) 2017 | | _ | + | | | | | 1 | 1 | | | | | | | | |
| Action | _ | | | | | | | | L . | | | | | | | _L By when? | |
| | | | | | | | | | | | | | | | | | Comments |