



# Glen Hills Primary School

## PARENTS & STAFF ASSOCIATION

**Head Teacher: Mr T J Sutcliffe**

PSA Management Committee

Chairperson: Gina Barnett

Treasurer: Carol Johnson

Secretaries: Boe Mistry, Nula Godsmark, Georgina Armour-Langham

Registered Charity Number: 1073560

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## Glen Hills Primary School Parents & Staff Association Meeting Minutes.

Thursday 9<sup>th</sup> October 2014.

**Present:** - Gina Barnett, Boe Mistry, Chris Matthews, Carly Wilson, Jenny Scott, Sarah Newton, Sarah Walters, Gaynor Coleman, Carol Johnson, Helen Hart, Lisa Horton, Adele Brinkley, Amy Smith, Anita Shields.

**Apologies:** Tim Sutcliffe, Nula Godsmark, Claire Black, Lynn Andrews, Louise Clarke, Hayley Faulkner, Kelcey Faulkner & Margaret Leach.

### **AGM**

Gina gave a summary of the past year's events. Also update for our Facebook page - we have 122 Facebook followers to date. Easy Fundraising - 39 members to date and we have raised £375 so far.

We have received a letter from the Governors, thanking all PSA members for their hard work and for raising funds for the past year.

Carol gave the Treasurers report (copy attached), summarising the expenses and profits raised by the past year's events and a summary of what we spent money on. With the biggest event being the summer fete. We have £6,306 in bank. We still have the bill for the football posts but they are not as expensive as thought.

Gina elected for chair, (but has said that she would like this to be her last year as chair). Vice Chair position – to take pressure off Gina, Jenny and Gaynor have agreed to share post.

Treasurer – Carol is re- elected.

Secretaries – Boe is re-elected with help from Nula, Anita and Georgina to help with role.

Thank you to everyone involved in the PSA for helping to run our events and raising funds.

**Film Night** – Roughly 75 tickets are sold so far. Will need to test film out before the show. We will perhaps need tuck for this event. Gaynor is bringing the popcorn machine. Emergency float to be used and we will need water, fruit shoots.

**Christmas Cards** - Letters have gone out for this.

**Toy & Cake Sale** - Liz and Lynne have done the plates and bags – Thank you . 2pm set up and label, sort out the tuck. There is a club booked in the hall so Amy said she will notify them.

**Halloween Disco – Juniors only** - To ask if Hayley still has template. Tuck – Jenny to get. We need glow sticks. Helpers from 6pm please. Thanks. ☺

**Christmas Shopping Night – Friday 21<sup>st</sup> November.** 2 bookings so far. Lisa and Helen will get white/red/mulled wine. Thank you. Any leftover will be used for the carol singing event. To get a licence to sell alcohol. (Gina). Volunteers needed to set up tables for the stalls etc.

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**Christmas Parties –** We still need to be on the lookout for selection boxes at a decent price. The grotto will need to be decorated ☺ !!!

**Carol Singing – Monday 15<sup>th</sup> December 6pm – 8pm** – Last year we got a few raffle prizes and we made £367 for the charities we were supporting. The raffle tickets are made by CJ Lewis in Ashby and they are quite expensive. Jenny to investigate a cheaper alternative if possible. Letter about carol singing to go out. We will need soup and rolls. We will need roughly 150-200 rolls ?

Letters for donations are done and need to be posted to various companies. If anyone else can think of any where we can get donations from I will bring copies of letters for PSA members to distribute. Maybe we can target the beauty/salons in local area like Blaby.

Waitrose community sponsorship maybe able to get involved. Jenny to ask.. ☺

**Funding requests** – No, although Lisa mentioned maybe we could get some P.E. kits for children who forget their kits in class but Amy said that children would just forget on a purpose.

First aid courses for children? – Lisa finding out.

**AOB** – London caps for 60 children are going to be bought. Do 4+ need anything similar when they go out for walks? Adele said they are ok but will ask.

How can we spend the money in the PSA bank to benefit the children? One suggestion was to have a 'Long Jump' on the field – to ask Tim what he thinks. Maybe the student council can come up with ideas.

Facebook – PSA members can now join the closed group 'Glen Hills PSA members' page to keep in touch with what has been done and let others know what stage everything is at. This is not a public page and is just for PSA members. There is also a Glen hills community page (not set up by the PSA).

Jenny said maybe we can draft a letter asking parents if they have a particular skill/business who could benefit the school in ways of providing material etc at a discount.

**Thank you for attending this meeting ☺**

**Next Meeting –Wednesday 12<sup>th</sup> November at the Social Club, 2 Court Road, Glen Parva – Doors open at 7pm and meeting to start 7.30pm.**

**Dates for your Diary:**

**Christmas Shopping Night – 21<sup>st</sup> November**

**Carol Singing – Monday 15<sup>th</sup> December 6-8pm**

**Christmas Discos – Date to be Set**