



Mayfield P.T.A



Mayfield Preparatory School. Sutton Rd. Walsall. West Midlands. WS1 2PD



Minutes for PTA meeting 2 July 2008

At County Hotel, Birmingham Road

| <u>Attendees</u> | <u>Apologies</u> |
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| Daljit Birdi (DB) (Chairman) Gary Cook (GC) Pam Sahota (PS) (Secretary) Alan Yardley (AY) Gurd Chahal (GurdC) (Parent Governor) Matthew Draper (MD) Justin Bates (JB) (Treasurer) Izzy Harding (IH) Sally Magnante (SM) Paul Bowles (PB) | |

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| 2. | Approval of Previous Minutes The minutes of the previous meeting on 11 June 2008 were agreed as a true and accurate record with the following amendment to item 6 should read £1200 towards the teacher's wish list. | |
| 3. | Matters arising from Previous Minutes Paul Bowles agreed to be a first aider for the summer garden party. PS unable to collect plates from Stoke as they are not available. DB arrange to pay for ice cream van - £75 this year and £100 for future events sports day and garden party | |
| 4. | Agenda Summer Garden Party Agreed Gary C to open the school at 8.30 and for dads to arrive and set up Gazeboo. Buy Nintendo, camera, MP3 players All other prizes have been purchased by Claire cost of these including soft drinks, water bottles, etc £400. Justin Bates to keep receipt Gary Cook and Paul Bowles to organise football Issy Harding to ask Gareth to get 40 medals Agreed to have a procession at 1pm with the children to open the garden party. Sam to arrange loudspeaker and music | Daljit Birdi Gary Cook/ Paul Bowles Issy Harding Sam Coleman |
| 5. | PTA flyer for Parent Information Pack | |

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| | Daljit Birdi has put together a flyer and sent this out in the information pack with details of the PTA and when we meet. | |
| 6. | <p>Teachers Report</p> <p>Gary Cook asked a question on behalf of a parent he wished to know how the parent governor had been elected. PTA response was that a letter was sent out to all parents asking for nominations, they were also invited to attend a meeting which was held in the school hall.</p> <p>Gary Cook was asked to explain who the first aiders are for the school, response was Sally Haynes, Sarah Gamble, Steph Coleman, Matthew Draper and Gary Cook to do the course soon. A medical report is sent home to the parent if first aid is administered.</p> <p>Gary reported a number of events had taken place e.g. Speech Festival, International Day, Red Riding Hood, Warwick Castle, Adventure Holiday, James and the Giant Peach.</p> <p>Gary Cook said he would like to thank the PTA for refreshments at school plays and thank you for providing Lower III leavers cards. He also asked that someone from the PTA attend to present the leavers on Tuesday 18 July.</p> <p>Road markings have not been finalised, there needs to be a joint letter to the council.</p> <p>Crossing is complete and agreed that it was good; we have now lost the warden.</p> <p>Gate was paid for by Lower III and it was agreed that a plague would need to be purchased and put on the gate</p> <p>Gary Cook said that there was no interactive white board in the music room and would like one next year – need to add to wish list.</p> | <p>Action required</p> <p>Action required</p> |
| 7. | <p>Any Other Business</p> <p>Paul Bowles asked that we need to consider if we want the police band at next years summer garden party.</p> <p>Gurd Chahal thanked the teachers and PTA for the last 12 months in arranging events. Massive credit to everyone on the results with the number of children who had gained places this year.</p> <p>Justin Bates raised concerns about the parents evening and suggested there be allocated time slots for parents to reduce the long waits that some parents had.</p> <p>Gary Cook ask that a PTA member be present at the induction evening Paul Bowles agreed to do this and also to mention parking issues around the school.</p> | <p>Action Required</p> <p>Paul Bowles</p> |
| 8. | <p>Date of next meeting</p> <p>Wednesday 1 October 2008</p> <p>Venue - County Hotel Time – 8pm</p> | |