

St Olave's PA Meeting

Minutes of Meeting held on 15 June 2016

<p>Attendees:</p> <p>Debbie Hills Chair Charlotte Rutter Vice Chair Amit Singh Treasurer Lakshmi Bandi Tiffany Barradel Moneesha Bhargava David Budds Rinku Chibber Jennifer Franks Lin Limbrey Dinta Madlani Ingrid Macpherson Rachael Peek Wendy Smith Shelly Tse Nick White Tony Wright-Jones Ravi Savur Secretary</p> <p>Apologies:</p> <p>Ana Hughes Marianne March-Nealon David Mylroi Irina Richardson Jackie Roberts Sunita Sahu Shubhra Tripathi Jim Ward</p>	
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Minutes of Previous Meeting of the Committee on 28 April 2016 were approved.

Items Discussed	Actions
<p>Follow Up Items from Previous Minutes</p> <ol style="list-style-type: none">1. Astroturf pitch: The need for relaxing planning permission constraints have become more urgent after the Garfield Weston Trust awarded £30,000 towards the project2. Ensuring Excellence Phone Calls.	<p>Dinta has spoken with a planning consultant but needs to follow up.</p> <p>These are scheduled for Jun 23 but with only two volunteers, will have to be cancelled unless we get more response.</p>

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<p>3. SchoolComms: Nick mentioned that the system appears not to allow for graphics within the message.</p> <p>4. Sixth Form events were successful and lapel badges and cufflinks have been ordered. Scarves will be done later.</p> <p>5. Replacement Gazebos to be ordered.</p> <p>6. Noticeboard by school gates. Nick had obtained an estimate for a lockable weatherproof notice board for £179 + VAT. This was approved with a suggestion that two be ordered by the school (one for the Park Avenue gate and the other for the Goddington Lane gate) and we reimburse them.</p>	<p>Debbie will arrange [since done]</p> <p>David will speak with Finance Office</p>
<p>Updates</p> <p>1. Treasurer:</p> <ol style="list-style-type: none"> a. After paying the school £16k towards the wish list that had been approved, the current bank balance is just under £11, 600 though there is a balance of roughly £7,900 left in sQuid from the Spring Ball. b. We need a formal resolution to have Debbie Hills replace Dinta Madlani as authorised signatory on the bank account. This was passed unanimously. <p>2. Lost Property</p> <p>The sale to incoming Year 7 students made £870 and all agreed it was a great result. Rachael explained that all items donated, even if they are not current kit, are used and showed us a photo of boys in Africa wearing the previous St Olave's sports uniform. These are taken there by a man in Orpington who promotes touch rugby as a sport.</p> <p>3. Mock Test Update</p> <p>A special thank you to the very large number of volunteers who helped make the event so successful, raising almost exactly £35k. The sub-committee met the previous week and concluded that a few changes would be needed for the next year:</p> <ol style="list-style-type: none"> a. The focus will be on Saturdays with sessions to be held on 13 May, 20 May, 3 Jun, 10 Jun and 17 Jun 2017. We will have either a morning or afternoon session on each of these dates, adding the other if demand justifies it. Should we have great demand, we may consider Sundays (subject to approval by the premises team). 	<p>Amit to contact bank to have the changes done</p>

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<p>Updates</p> <p>3. Mock Test Update (cont'd)</p> <ul style="list-style-type: none"> b. If we can get a second test paper, we may arrange a separate series of tests. c. The website will be amended to indicate that bookings for next year will open in late January but will allow people to register to receive a reminder when it does. d. We will publicise the test, distributing flyers at Open Day. <p>4. Class Reps</p> <p>There has been a lot of feedback from Class Reps and individual parents to the amended Sixth Form Entry requirements. After much discussion that covered a whole range of topics including why the changes were warranted/made, how much publicity was provided to the proposed changes, whether a 'letter' was written to parents as mentioned in the Minutes of the Governing Body meeting, whether the requirements can be changed for 2017-18, what the impact has been in terms of negative response from parents to letters from the PA soliciting help, etc., etc., it was concluded that the PA needed to take some action to help resolve the situation.</p> <p>It was agreed that the 200 or so e-mails/notes received by Charlotte and Debbie would be collated into perhaps half a dozen or so themes. As they preferred this to be done by someone else, Lin and Ingrid volunteered. This summary would be provided to David to take to the school and, if he wished, one or more members of the PA would join at the time.</p> <p>Forthcoming Events</p> <ol style="list-style-type: none"> 1. Spruce Up Day June 18 Response has been poor with only 8 volunteers. 2. Open Day: June 25 The PA provides help with marshalling of cars. Response here has also been weak. A letter from Class Reps may increase volunteers. 3. PA (Self-funded) Team Dinner: Wed Jul 6 at 7.30pm It will be at Crown n Pepper, Tigers Head, 14 Masons Hill, Bromley, Kent BR2 9JG. Spouses/partners are welcome. 	<p>Amit to change website.</p> <p>Ingrid and Lin to collate responses into themes, circulate these to the Committee for comments and then pass them to David. Target: Week of 20 June.</p> <p>Decision needs to be made whether to continue with the event [Note: since cancelled].</p> <p>Charlotte to e-mail Class Reps requesting that they seek volunteers.</p> <p>Please let Debbie know whether you plan to attend.</p>

Items Discussed	Actions
<p>Upcoming Events (cont'd)</p> <p>4. Summer Family Fun Day</p> <ul style="list-style-type: none"> a. The brochure is now 40 pages thick and has raised £1,645 with several additional donations that can be used as raffle prizes. Special thanks to the brochure team comprising Nick, Rinku, Dinta and Tiffany. b. Arrangements have been largely made but we need more volunteer helpers, both teachers and parents c. Mr Song will help Amit with cash on the day. Debbie has float money and will check whether it is sufficient. d. Donations week will be 27 June to 1 July. <p>5. Sponsored walk The date for this and PA involvement, if any, is TBD</p> <p>6. Y12 Parents' Social Evening The date for this is Fri 30 September at 7 pm. It was agreed that an invitation would go from the Head, canapés would be arranged by the school (provided by Independent Catering) and the PA would sell wine on the evening. The PA would ask committee members to attend and allocate one to each tutor group to facilitate interaction during the evening. We would have the event around the new quad, with specific areas marked out for each form.</p> <p>7. Y7 Quiz: David Mylroi has volunteered to be Quiz Master.</p> <p>8. CRY Screening: 12 November Paul Daniels will be speaking for 5 minutes at the Y12 parent induction evening on Wed 7 Sep.</p>	<p>David will see if he can persuade more staff to assist as well as ask Mr Kenward whether he can arrange volunteers to man the 'beat the goalie' stall.</p> <p>David to let us know if help is required</p> <p>All to attend</p> <p>David (Budds) to check available dates. [Since confirmed as Sat 8 Oct].</p>
<p>Next Meeting</p>	<p>Full Committee meeting Thu 15 September at 7.45 pm in the School Library</p>
<p>Meeting Closed 10.10 pm</p>	