

St Olave's PA meeting

Minutes of Meeting held on 8 November 2017, 7.30pm in the Great Hall

Attendees: Debbie Hills Charlotte Rutter Amit Singh Zey Kagan David Budds Andrew Rees Approx. 160 other parents but not all names were captured	Position: Chair Vice Chair Treasurer Assistant Secretary Acting Deputy Head Acting Headmaster
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Items Discussed	Actions
<p>Follow up items from previous minutes</p> <p>Wish list items</p> <p>Rowing machine - Mr Budds checked the costing of a requested rowing machine (£860). Mr Kenward explained to him that the particular model is preferred due to its features and its safety and durability record and is unavailable any cheaper. However, it has been noted that the price includes VAT so the actual cost to the PA would be £717.</p> <p>The purchase of the rowing machine was agreed by unanimous vote.</p> <p>Year 9 study morning cost – Mr Budds informed us that as in previous years parents would be asked to donate directly via sQuid for this. It has been removed from the PA wish list.</p> <p>Microphones – Mr Budds clarified that the £300 price agreed at the last meeting was for rental. A purchase option would run into several thousand pounds but Ms Wilkie will confirm the cost so we can make a decision.</p> <p><i>The current approved wish list is in the appendix</i></p> <p>Updates</p> <p>Treasurer's Report</p> <p>Amit will go through the full year's accounts in the AGM meeting that follows. The current status of the PA account is as follows: There is £51,220 in the bank but £7,000 of that is for uncleared cheques.</p>	

Some of the money has already been committed to specific purposes including £20,000 for the Fives Court, £2,000 for a new long jump, £2,000 other annual expenses. Leaving approx. £20,000 to cover the latest wish list of £17,243.

There is an additional £37,000 held separately from the mock tests last year.

Class Reps

Charlotte updated that Winnie was happy to continue as class rep coordinator now that she can have access to class lists and that Brid Nunn had volunteered to help her with collating the agenda and writing the minutes of meetings.

A question was asked from a parent of whether we should be voting on who was class rep coordinator at the agm. It was explained that only officer roles are voted on at the agm, other volunteer jobs are just undertaken by whoever is available and offers.

Winnie gave an account of what the job of class rep coordinator entails:

Relaying messages from the PA for volunteers etc to the class reps for them to send on to their classes. Collating responses from class reps containing the questions raised by their class and creating an agenda for the class rep meeting. Chairing the class rep meeting and taking and writing minutes that are agreed by Mr Budds before being put on the school website. There is an additional task of ensuring there is a form rep for each class by requesting volunteers when needed.

Several other people expressed a desire to help Winnie with the class rep role so asked if there could be a vote to choose. The nominees are Jo Wright, Brid Nunn, Anil Philip and Chris Talari.

Dragon Boat Race

David Mylroi told us that the Dragon Boat event on 9th September raised £330 after expenses. The event had not been well supported and they had struggled to get a complete crew.

He was thanked for his hard work in organising it.

The meeting was then interrupted by someone coming on to the stage to ask when we are voting and why are we talking

New PA committee to hold a vote on who helps Winnie with the class rep coordinating.

about all these extra things. They thought the PA meeting was the AGM which was due to follow at 8pm.

Lost Property

Rachael said the lost property sale on the Friday before half term raised £393.

She was thanked for her time in organising and running the lost property sales.

Mock Tests

This was not discussed due to time constraints.

Proposal for Wellbeing Fund

The following proposal had been discussed at the last meeting, it has been refined and was brought to the vote:

A fund of £8,000 to be set aside from now until July 2018 to be available for items democratically chosen by the pupils for the benefit of pupils' wellbeing.

Financial breakdown:

Years 7-11: Each Year Group approx. 125 pupils £1000.

Years 12-13 each Year Group approx. 235 pupils £1500.

The money can be split evenly between classes and spent separately or can be combined for something to benefit a whole year group or multiple year groups.

Proposals will need to be submitted to the PA committee in advance of a PA meeting for agreement, in a similar fashion to the school wish lists. Form tutors and heads of year are able to assist pupils with writing the proposals. As a charity, all the spending would have to be accounted for with receipts, invoices and/or reports of the events.

Any money not used/assigned by the end of the school year would go back to the PA to be available for other items.

Please note that the final decision on any spending will be retained by the PA committee who reserve the right to decline a proposal if they do not feel it meets the stated objectives.

This is a one-off fund and has no bearing on next year's donations.

The proposal for the pupil wellbeing fund was carried by an overwhelming majority.

Forthcoming Events

We requested help for volunteers at the following events and asked people to sign up after the meeting if they can help:

Y13 Parents' Evening Thursday 16th Nov 2017

Sixth Form open evening Wednesday 22nd Nov 2017

Cultural Evening Saturday 25th Nov 2017

Y12 Parents' Evening Thursday 30th Nov 2017

Any Other Business

School calendar – It was asked if the school could add religious holidays to the school calendar so that clashes of parents' evenings and meetings with these important dates could be avoided were possible.

It was noted that most Christian holidays are not in the calendar either but these mostly occur during the school holidays.

Mr Budds is happy to do this but asked for more information around which holidays should be included.

Wildfire equipment – The school currently rents sound equipment, the canopy for the great hall and other items from Wildfire, a company run by Stuart and Deborah Hoddinot, long-time supporters of the school. The annual cost is £800-900 covering a number of events including shows, PA ball, sports day, cultural evening, and cabaret. The company has moved to the Lake District and is gradually stopping work in the South East. The school will be supported until Easter 2019 but we have been offered a great value deal to purchase the equipment that we normally rent (including a few new items to replace things that are getting to end of life) at a price of £3,000. If we agree to purchase now then we can save the rental cost for this year and still take advantage of ongoing technical support from Hoddinots until Easter 2019.

A parent asked what the cost would be to buy new from elsewhere. Mr Budds said that many of the items such as canopy and drapes were custom made from St Olave's so the cost of getting brand new ones made would be extremely high. He did not have an exact figure but said the offer we have been given represents amazing value for money.

Mr Budds to let the teachers know of the fund and ask them to pass on any proposals.

Anyone who would like to volunteer can email contact@saintolavespa.net

PA to request information from parents about what holidays they would like to be observed in the school calendar.

Mr Budds to implement the request once he has the further information.

<p>It was questioned whether there are people who are trained to set up the equipment (which is currently set up by Wildfire when we rent it). Mr Budds said that to begin with Wildfire will still set up the equipment for us and will provide training to some of the sixth form students, teachers and parent volunteers. If anyone would like to volunteer for this please let him know.</p> <p>This spend was agreed by unanimous vote.</p> <p>PA statement – Charlotte read out a statement from the current PA committee: <i>We have been made aware of a group of people trying to discredit the current PA committee by spreading lies about our part in the suspension of the Headmaster. The PA is an impartial entity set up to support the school, regardless of who is in charge at the school. The only things the PA has campaigned on, through the correct channels, have been issues of PA governance such as the right of our elected officers to attend meetings and our ability to have access to class lists and school comms to enable the smooth running of the PA. People spreading untrue rumours that it was the PA committee leafleting pupils or writing to the press are maliciously damaging the reputation of a hard-working and successful PA.</i></p> <p>A parent asked if we could read out another statement condemning the actions of the people who leafleted pupils and anonymously spoke to the press.</p> <p>Charlotte said a statement had not been prepared but her own personal view was that these methods were not right and she does not endorse them.</p>	<p>Volunteers to be trained on the Wildfire equipment can email contact@saintolavespa.net or speak to Mr Budds.</p>
<p>Next Meeting tbc</p>	<p>To be agreed by the new committee following the AGM.</p>
<p>Meeting Closed 8.20pm</p>	

Appendix - Current Approved School Wish List

Requester	Item	Cost	Comments
HM	Garden Table/Chairs for staff garden	£500	
DMC	Massolit online classics talks	£350	
KIZ	MFL KS3 & 4 online resources + textbooks	£525	
RM	Alicia Drummond talks	£600	
RM	Wellbeing journal printing costs	£240	
CEM	Up to 8 new A-Level microscopes at £183.77 each	£1,470	
JAG	Two tablet computers for annotating student work with stylus interface	£1,150	To develop/enhance quality of student feedback system
AMK	Storage container	£1,800	
SH	Light	£15	
SH	Graphic tablet	£27	
SH	Light box	£75	
SH	Projector	£56	
SH	Green Screen	£130	
SH	Green Screen Paint	£83	
AW	Gothic evening speaker	£100	
AW	Saturday morning creative writing tutor	£300	3 sessions of three hours each for 30 Year 11 students
AW	BAME books for Yr 8 project	£300	
NS	Signal generators (x2 at £175 each)	£350	
NS	Tablets for science for use by all students (16 x £350)	£5,600	
NM	Your choice your voice Yr Health Education morning (lasts 2 years)	£1,500	Firm cost tbc
RH	Y8 STEM Club resources	£100	
RH	VEX IQ registration and team entry	£625	
ML	Cutting mat + 2 cutting wheels for textiles club	£80	
ML	5 sewing machines for textiles club	£550	
AMK	Concept 2 rowing machine	£717	Accessible to all students using the fitness suite
	Total	£17,243	