

St Olave's PA Meeting

Minutes of Meeting held on 15 September 2016

Attendees:

Debbie Hills	Chair
Charlotte Rutter	Vice Chair
Amit Singh	Treasurer
Clare Anderton	
Lakshmi Bandi	
David Budds	
Shankar Chavali	
Rinku Chibber	
Laura Clayden	
Saverio Coppolino	
Jennifer Franks	
Anand Ganguli	
Elizabeth Garnham-Jong	
John Higgins	
Tanel Kagan	
Zey Kagan	
Susmita Kumari	
Baoching Liu	
Charlotte Machado	
Peter Machado	
Mark McBennett	
David Mylroi	
Racheael Nancekivell-Smith	
Liz O'Connor	
Rachael Peek	
Delphine Phillips	
Nick White	
Jo Wright	
Ravi Savur	Secretary

Apologies:

Tiffany Barradel
Moneesha Bhargava
Narinder Gill
Gauri Grover
Ana Hughes
Lin Limbrey
Dinta Madlani
Marianne March-Nealon
Sunita Sahu
Seema Singh
Shubhra Tripathi
Shelly Tse
Jim Ward

Minutes of Previous Meeting of the Committee on 15 June and 7 July 2016 were approved.

Items Discussed	Actions
<p>Follow Up Items from Previous Minutes</p> <p>1. Thanks to Nick for arranging the Notice Board that has been installed by the gate.</p>	
<p>Updates</p> <p>1. Treasurer:</p> <p>a. Current bank balance is around £63k of which £34k raised from Mock Tests has been committed towards funding Computing Teaching staff. Other commitments include £2k for the long jump and £1.5k for the container for the PE department. This leaves some £24k available towards any wish list from the school. There is still some balance in sQuid from the Spring Ball.</p> <p>2. Class Reps Charlotte is yet to receive a full list of Class Reps (or the class list for all Y7, Y10 and Y12 parents). However, the Y7 Class Reps have been effective and three of the four have received the lists from the Form Tutor and have contacted most parents and got details. Pending is 7B. The next meeting of Class Reps is Wed 19 October.</p> <p>3. Mock Test Update Similar to last year, we will be forming a sub-committee to run the Mock Tests. Those interested should contact Ravi. There was some discussion on the price charged £60 should be increased based on the value offered.</p> <p>We will be seeking volunteers to help on the day – we need around 15 people at each test session – and will do this in January 2017.</p> <p>4. Ensuring Excellence Phone Calls We need volunteers to make phone calls to follow up with parents who may have inadvertently neglected to fill in details for VirginMoney Giving. While we were originally considering doing this after half-term (to allow for a letter from the Head to those parents who are not contributing) Debbie suggested that we should try to compress the time frame and make the initial round of calls in mid- October.</p> <p>Those who are willing to make calls to let Ravi know.</p>	<p>Charlotte to follow up with Kay Brooker for details.</p> <p>Charlotte to post FAQs on website</p> <p>Sub-committee to consider and decide.</p> <p>Ravi to check with Clare whether she can update the list of contributors and generate a reminder from the Head to those who are not paying in September to allow for calls in the middle of October.</p> <p>All to consider</p>

Items Discussed			Actions
School Wish List			David to notify the Economics and History departments that the JSTOR and FT digital subscriptions are only being funded for one year and that there is no assurance they will be funded next year.
The following was approved:			
Department	Item(s)	Cost	
Art	Camera	£350.00	
Art	Camera	£350.00	
Art	Projector	£55.99	
Art	Light Box	£74.99	
Art	Graphics Tablet	£26.99	
Art	Lights	£14.99	
Art & DT	Laser cutter materials	£300.00	
Biology	Gel Electrophoresis System	£850.00	
Biology	Gel Electrophoresis System	£850.00	
Classics / Latin	New projector & whiteboard	£309.00	
DT	Electric Plane launcher	£5.95	
DT	2x styrofoam sheets	£87.12	
DT	Promarker sets and pads	£77.60	
DT	VEX Aluminium Structure kits (x2)	£149.98	
DT	VEX Motors (x6)	£89.94	
DT	VEX fixings	£60.00	
Economics	FT Digital Access (one year)	£278.20	
Economics	10x copies of Pearson's "The Great Economists"	£137.80	
Geography	2x large canvasses	£80.00	
History	JSTOR subscription (one year)	£1,905.20	
Maths	8x laptops	£3,000.00	
MFL	Zigzag AS French	£59.00	
MFL	Zigzag AS German	£59.00	
MFL	Zigzag GCSE French Translations	£89.00	
MFL	Zigzag GCSE German Translations	£89.00	
MFL	Zigzag GCSE French Literary Texts	£79.00	
MFL	Zigzag GCSE German Literary Texts	£69.00	
PE	Slalom boundaries for football	£91.00	
PE	Outdoor table tennis table (the third)	£1,724.00	
Physics	Infrared Camera & Software	£470.00	
Physics	2x student oscilloscopes	£500.00	
Physics	Magnetic field sensor	£250.00	
Physics	Faraday's Law Apparatus	£25.00	
Physics	Smoke Cell	£30.00	
Physics	Charles's Law Apparatus	£30.00	
	Total	£12,617.75	

Items Discussed	Actions
<p>Forthcoming Events</p> <ol style="list-style-type: none"> 1. Year 12 Social Event: Fri Sep 30 The following volunteered to help on the evening from around 6.00 pm: Charlotte, Debbie, Jennifer, Baoching, Anand, Rachael, Shankar, Susmita. It is only open to parents. We will arrange 5 ‘bar tables’ each covering two forms across quads (partly under cover) 2. Lost Property Sale. It was clarified as Fri 7 October. 3. PA Social Evening and AGM. 4. Year 7 Quiz Night. Sat Oct 8 from 6.30 pm. 5. CRY Screening. 6. Spring Ball date is to be confirmed. 	<p>David to check with Mr Önaç about an invitation to go from him, and RSVP details</p> <p>Jennifer to arrange wine (the school will arrange catering and serving of canapés)</p> <p>Ravi to send ‘hold the date notice’ to cover both events.</p> <p>Jennifer will arrange for set-up in sQuid. Nick will prepare invitation with electronic form (and then do table plan). Rinku and Jim have offered to help Jennifer with set-up. David M. will discuss with David B., Jennifer and Nick about technology needed.</p> <p>Under control for now.</p> <p>Lin to confirm.</p>
<p>Any other business</p> <p>Jennifer sought helpers for the Old Olavian event on Sat 24 Sep.</p> <p>David M. suggested lots of possible fund raising ideas that he has arranged in the past: Opera concert, Dragon Boat Racing at Bew Water, Triathlon at Hever Castle, London to Brighton cycling</p>	<p>Baoching and Mark offered to help from 10.30 to 12.30</p> <p>Debbie and Jennifer to discuss with David and decide which we might consider for the school.</p>
<p>Next Meeting</p>	<p>Full Committee meeting Wed 2 November at 7.30 pm in the School Library followed by Annual General Meeting and Social Evening</p>
<p>Meeting Closed 9.20 pm</p>	