

St Vincent's RC Primary School

Minutes of PTA Meeting

Tuesday 10 April 2018

Chair: Gary Mongan (Chair)

Present: Mr Callaghan, Anna O'Mahony (Minutes), Hayley Dixon, Mike Waldron, Kirsty Hodgkinson, Claire Smith, Phil Sweeney

Apologies: Carlos Howarth, Angelica Gonzalez, Kate Kopczyk, Helen Underhill, Richard Wild, Ben Greenwood, Jennie Mac, Mark Pickering, Kate Jackson.

	Agenda Item	Comments	Actions
1	Apologies received	See above	
2	Matters arising from last meeting minutes	Covered in agenda	
3	Band night 21 April 2018	<ul style="list-style-type: none">• Rugby club and band booked• Detail included in mailshot to parents	<ul style="list-style-type: none">• PTA members to support with sale of tickets• Mr Callaghan to add detail to school website
4	Fashion Show 11 May 2018	<ul style="list-style-type: none">• Rugby club booked	<ul style="list-style-type: none">• PTA members to support with sale of tickets• Mr Callaghan to add detail to school website
5	KS2 Disco 20 April 2018	<ul style="list-style-type: none">• DJ booked• TEN received• Detail included in mailshot to parents	<ul style="list-style-type: none">• Mr Callaghan to ask Peter to complete stock check of container• Anna O'Mahony to arrange for food delivery to Claire Smith• Anna O'Mahony to arrange sweet shop stock• Mark Pickering arranging floats• Gary Mongan arranging volunteers
6	PTA Tshirts	<ul style="list-style-type: none">• Discussed ordering for use at events	<ul style="list-style-type: none">• Mark Waldron to send logo to Claire Smith

			<ul style="list-style-type: none"> • Claire Smith to get full quote from printers • Claire Smith to get detail of sizes • Anna O'Mahony arrange Tshirt sizes for order • Claire Smith to place order
7	Summer Fair 22 June 2018 6pm-8pm	Inflatables booked and will be manned by the company	<ul style="list-style-type: none"> • Anna O'Mahony to arrange TEN
8	Leavers day 16 July 2018	11am set up 12pm BBQ	<ul style="list-style-type: none"> • Need 2 volunteers
9	Finance review	Not discussed	
10	Donation to school	Members discussed donation to school	<ul style="list-style-type: none"> • Final figure to be agreed at end of school year
11	Future Chair	Discussed succession planning for Chair	
12	PTA website	Discussed creation of a PTA website. Decided this was duplication of information already communicated via website and Facebook	
13	Agree next meeting date	Next meeting 01 May 2018, 6.30pm in school.	