



Annual General Meeting of the Parent Teacher Association

Monday 5th September 2022 at 3.00pm

Harvills Hawthorn Primary, Wolseley Road, West Bromwich, B70 0NG.

Present: Lisa Jukes
Liz Conboy
Manisha Patel
Nicola Cooke
Sam Hill
Jennie Hall – in attendance

Apologies: Claire Hartley
Denise Heginbotham
Shelley Greasley

Sam welcomed everyone to the meeting.

Election of Chair, Secretary and Treasurer

All active members of the PTA have been contacted by Sam and given the opportunity to nominate and vote for the roles, even if they are unable to attend today's meeting. Shelley has volunteered to be Treasurer. Lisa has volunteered to continue to be Chair.

Decision: Chair - Lisa Jukes.

Decision: Secretary - Sam Hill, with Jennie taking notes of the meetings.

Decision: Treasurer - Shelley Greasley.

Three people will be responsible for counting any money raised: The Chair, Secretary and Treasurer.

The Chair and Secretary will be responsible for paying the money into the bank account together.

Policies

Action: Sam will re-send the code of conduct policy to everyone by email for all to agree.

Events

This year's plan 2022-2023:

	Autumn	Spring	Summer
PTA Fundraiser for school funds	<p>Pumpkin carving competition:</p> <ul style="list-style-type: none"> • <i>Children in fancy dress but no face coverings because they need to be able to do their learning.</i> • <i>Pumpkins in classes will have time slot for judging.</i> • <i>SH will collect £1 entry fees.</i> • <i>LC to create poster.</i> • <i>NC to find two judges.</i> • <i>LJ and LC to buy 8 prizes (max £5 each).</i> • <i>1 winner per year group.</i> • <i>Sam to remind parents in half term.</i> <p>Monday 31st October</p> <p>Christmas Fayre: Thursday 8th December at 3.30pm – 5.30pm</p> <ul style="list-style-type: none"> • <i>Sam to find out about photos with Santa.</i> • <i>Planning meeting 5/10/22.</i> 	<p>Movie Night:</p> <ul style="list-style-type: none"> • <i>Film to be chosen by School Council from 3 options.</i> • <i>Staff will stay in school.</i> • <i>We will provide popcorn and drinks (children with allergies can bring their own).</i> <p>KS1 Thurs 23rd March 3.30pm – 5.15pm</p> <p>KS2 Friday 24th March at 3.30pm – 5.15pm</p>	<p>Summer Fayre: Thursday 13th July at 3.30pm – 5.30pm</p>
Charity Fundraiser to raise awareness	<p>Children in Need:</p> <ul style="list-style-type: none"> • <i>Theme is the great SPOTacular!</i> • <i>Voluntary donations only.</i> <p>Friday 18th November</p>	<p>Red Nose Day: Friday 17th March</p>	<p>Go yellow for shine! Spina Bifida: Friday 16th June</p>
<ul style="list-style-type: none"> • <i>Sam to send out dates for year in newsletter to parents.</i> • <i>Liz to advertise on PTA display board.</i> • <i>Ask Ross to put on school website.</i> • <i>Ask if Refreshments can be sold at the 'Meet the Teacher' event - date tbc.</i> 			

Any Other Business

Sam asked if anyone would like to volunteer to hear readers in reception classes.

Lisa agreed to listen to readers in RSH every Thursday afternoon.

Nicola agreed to listen to readers in RHK and she will arrange day/time with Mrs Kitching.

Lisa asked about replacing the PTA money tin. It was suggested we ask the school caretaker if he can fix the tin before purchasing a new one.

Manisha has been approached by parents who would like to join the PTA – she will invite them to attend a meeting.

Date of next meeting

Wednesday 5th October 2022 at 12.30pm.