

PTFA Meeting 30 Jan 2018 – Meeting 1 for 2018

Present: Craig Sims, Judy Compain, Shaheena Khan, Lindy Stice, Suzanne Bowen, Shelly Forbes, Sharon Kellman-Yett, Rebecca Clentworth

Apologies: Stephen Cathers

Time: 4.00pm

Venue: Board Room

Agenda 30.1.18			
Agenda Items	Discussions	Action	
1	<b>Minutes arising from Planning Meeting (07.11.17)</b>	Review of last meeting minutes with the agenda items to be discussed throughout the meeting.	
2	<b>Some basic changes to this year from our planning meeting late last year</b>	<p>We won't do a Halloween event (lack of interest); a thank you event for Fun Day (poor attendance); nor Welcome Tea for new parents (ISS organized one).</p> <p>No plan for Parent Liaisons for 2018 due to haphazard approach and strong communication from primary. Comment accepted and Craig to write to Rebecca to discuss with her team.</p> <p>We considered a Movie Night, but do not want to compete with individual class fundraisers</p>	Craig: find out if school will organize welcome teas in later terms
3	<b>Timings for events in Term 1 – including AGM</b>	<p>-Fun Day planning will begin earlier (at end of Term 1).</p> <p>-Mufti day: 23 Feb. Books or coins will be donated to Mobile Kindy.</p> <p>-New: ISS 45<sup>th</sup> Anniversary Event - 27 Feb. What support is needed from PTFA – this is unknown as yet.</p> <p>-Quiz &amp; Curry Night: 9 March.</p> <p>-AGM date not yet known and Craig to propose dates to the committee</p>	<p>Craig: get details on Anniversary Event and how PTFA should support it</p> <p>Craig: confirm date of AGM and share with committee via email.</p>
4	<b>Quiz and Curry Night discussion</b>	9 March, Yacht Club, 6:30. We won't have to do drinks, but will have to provide tables/chairs. 7 rounds of questions, quiz finishes 10:00, we have venue until 11:30. Some prizes. Don't expect it to be a big fundraiser, but rather a community building event.	Craig: provide more details to Shaheena
5	<b>Requests for Funding</b>	<p>We did not have enough details to make a decision on any of these:</p> <p>1 – Upgrade sound equipment -Two options \$14k and \$7k quotes from Dragon Music. Currently poor sound systems and not able to showcase the school's talent or communicate effectively at events</p> <p>2 – 45<sup>th</sup> Anniversary event- Idea proposed by Head of School and</p>	<p>1-Rebecca: check if ISS has some funds</p> <p>2-Shaheena: get</p>

		<p>more information to follow</p> <p>3 – EBSCO – online resource database for research materials. ISS shortfall for this year \$4k. Online database to allow students / teachers to access periodicals and online journals. Currently lacking research facilities for upper Primary / Middle School / High School.</p> <p>4 – Bure for stage. Idea from Head of School. Based on current bank balance, this is unlikely to be funded and is a capital expenditure for the school.</p>	<p>more details &amp; amounts needed</p> <p>3-Craig: get more details</p> <p>4-Shaheena: get more details</p>
6	<b>Approval of the 'what PTFA funds are used for' document</b>	Review of the 'Use of PTFA Funds' document as drafted last year. All comments were discussed and addressed.	Craig to provide draft to Shaheena for upload.
7	<b>Photo for the website</b>	Taken, and will be added to website as soon as possible.	Shaheena: get photo uploaded to website
8	<b>Any other business</b>	<b>None</b>	

Next Meeting Date: To be confirmed