

# LFA PTA AGM Minutes – 09/06/16

Present:

- 1 Leah welcomed everyone and thanked them for coming to the LFA PTA AGM and for the huge level of support that the LFA parental community give to the school and the PTA.
- 2 Amell was voted in as the new Chair Person of the committee, nominated by Leah and seconded By Fiona Ross and Laura Vallerius. Again heartfelt thanks to Sabine and Leah who have now officially stepped down from their official roles in the PTA.
- 3 The PTA Treasurer Roy gave a financial report stating that the gross income for the year so far (from September 2015) was approximately: £5,280 and the net proceeds were approximately: £4489.00. Please see separate attachment with the details on income and expenditure.
- 4 The PTA would like to make parents aware that if they are able to, it would be very helpful if each family could consider giving £5-10 per month to the school PTA which can most easily be done by making a payment through the Go Cardless payment scheme. In this was the PTA would have an income each month which would greatly help in every respect. So far the PTA receive about £120 each month which comes from about 8 families. Cf. <http://www.ptalafontaine.org.uk/donate/>
- 5 For anyone who is employed, it is very worthwhile to see if your employer / company will match your donation to the PTA charity as this is often available to employees donating to a school PTA charity.
- 6 Part of the pathway to the school was yesterday cleared of stinging nettles and other overgrowth. The council are supposed to come every two weeks during this time of the year to cut back and keep the pathways clear. In the next school newsletter, the PTA will circulate a link to the Bromley council website and ask all parents to send an email to the council requesting that this is done properly and without fail on every occasion as recently it has not been done.
- 7 Regarding the proposed events calendar, it was agreed that the PTA will shortly set up a text survey listing our proposed events calendar and asking parents which events they would most enjoy attending and on which days of the week etc., and we will then feedback to parents after the results of the survey.
- 8 Hshen kindly agreed that she will take care of obtaining and verifying the information for the new Contact Books for 2016/17 and will ask Sebastian to look into whether we can set up a school email system so that all parents have a school email address and in this way can protect their personal information.
- 9 Contact book – allow the parents / carers to opt out every year (and not just when they join the school)
- 10 Contact book – it should hold a warning on confidentiality and privacy to make sure it is used properly

- 11 Laura Vallerius agreed to maintain and update all the parents email contact details on the PTA email server.
- 12 Lauren Florence has agreed to look after the various artwork needed for various events and projects.
- 13 It was agreed to hold a class rep meeting once a month during term times to increase the communication between the PTA and the class reps and the parents.
- 14 The Walking Bus is still on the agenda but Bromley Golf Club have now replied to say that they will not be in a position to facilitate our request to base the drop off location in their car park.
- 15 Marie-Antoinette has kindly agreed to start a correspondence with the other local schools to generate interest in approaching the council about creating a safe road crossing area on the A21. Sebastian will put his name to the letters to the other schools and hopefully this will get a quick response. Otherwise LFA will go it alone and will ask all parents to send an email to the council about addressing this important safety matter.
- 16 Sabine and Amell will look into whether the existing SMS system had the functionality to allow 2 mobile numbers to be listed for every child to allow both parents/carers to receive the various school bulletins.
- 17 Lauren Monte is going to look into the possibility of bringing a circus into the school for 2017 or 2018.
- 18 Lauren Monte will also write an introductory paragraph about how parents can offer items for sale on our Facebook page.
- 19 Re collecting money / gifts for teachers and all other school staff. It was agreed that at the end of each year, it was very important that we recognise everyone at the school for their involvement in the running of the school  
Fiona will create a list of everyone who is involved in any way with the school.  
It was agreed that each class would maintain responsibility for collecting money and buying gifts for their class teacher and assistant.
- 20 It was agreed that there would be communal school collection that would then be distributed in amounts yet to be agreed, between all the Dr. Chapleau office staff, cleaners, kitchen helpers, maintenance (John) etc. Maybe £5 per child in total. Vouchers are most likely gift.
- 21 LASTLY AND MOST IMPORTANTLY the summer fete is only 3 weeks away and there is a long list of jobs to be done, This will appear on a separate attachment.
- 22 Uniforms – remind parents in the coming newsletter that the delivery is free when items are sent at the school premises