

PTA AGM Report

Friday 12th July

Welcome and thank you all for coming. In order to conform to our charter and maintain our charity status we have to proceed according to a certain outline so please forgive us the uncharacteristic formality today.

Apologies - None to report

The LFA PTA is a registered charity (1159492) run entirely by volunteers.

Our main objectives are to:

- Work with parents and the school to identify fundraising priorities;
- Organise a variety of fundraising events to raise money to support all children attending LFA;
- Deliver a range of cultural and community building activities that enhance the wellbeing of our children.

Election of Committee Members

Committee members are elected at the AGM to serve for the year running through to the next AGM. Your AGM is when new committee members are elected and current committee members are reappointed, where possible.

There are currently 4 elected members. **Leah Harley-Taplin is stepping down from the end of this academic year and thus our PTA needs a new Chairperson.**

Nominations, appointments and related discussion will now follow.

Year in Review

As I'm sure the staff and students would agree, the huge changes our school has undergone this year have proved challenging at times but as we near the final stages we can reflect and see how much we have managed to overcome and achieve. The PTA continues to be a critical lever in terms of financial support and community building for the children of La Fontaine.

2018 / 2019 Highlights

- You have helped us provide our children with **over £14,000 of equipment and resources**, which we will break down for you later in this meeting.
- Thanks to our event committee we've held a **fantastic roster of events**. From another fun filled Halloween Disco last October to the Summer Fair occurring this weekend, from our Quiz & Curry Night to our Wine & Cheese evenings, events for both parents & carers and children continue to build community and bring in important resources for La Fontaine.
- We have enjoyed regular **popcorn and ice cream sales**, as well as the occasional **bake and fruit sale**, throughout the warmer months. We've listened to your feedback about **spacing these out**. Leading onto our next point...

- Following your feedback on the need for better communication, we have **developed an annual events diary** in collaboration with Dr Chapleau and his team for the 2019/20 school year. Please find it here: <https://www.lafontaineacademy.org/events/>.
- Following your feedback, we have worked with Dr Chapleau and his team to **develop a clearer fundraising strategy and fundraising targets for 2019/20**. This will be shared later in this meeting.
- We have **re-launched our regular giving platform, Go Cardless**, which brings in critical funds for our school and which we hope to grow in 2019/20.
- Our annual LFA Camping weekend, this year held down at Bedgebury in Kent, was another fantastic community building success for the LFA Village.
- **Toilets for the field:** a key project this year has been exploring how to bring toilet facilities to our newly leased playing field. Indeed, one of our first projects this year was an Aviva grant bid spearheaded by two parents, Philippa and Laura, to try and fund this. Extensive research was done into the type of loos which would satisfy the requirements of the school and the council, and as the land is not suitable for more traditional plumbing, a more creative solution had to be found. Our dynamic duo didn't disappoint and produced a shortlisted bid in record time. Although not awarded, the hard work put in by this grants team continues inform discussions about the viability of a field development project in 2019/20.

2018 / 2019 Learnings

- We have an ambitious school and PTA, but we will ALWAYS need your help to make our objectives a reality. This is where our one-day pledge comes in! **We're asking all parents and carers to pledge at least one day of their time per year** (split over different sessions) to supporting the PTA and to bring our children the extra resources they can benefit from.
- **PTA engagement still has room for improvement.** It's been suggested that we become more visible and better use storytelling to better convey the range of activities that we spearhead and to encourage volunteering from a wider base.
- Delays in site development resulting in a lack of space and a lack of volunteers led us to cancel our Christmas and Easter events this year. Now nearing the end of our site development, a key priority for us is **securing more volunteers for both our events and projects in 2019/20**.
- **French trip fundraising will be separate from the PTA in future.** This year both the PTA and school ran a series of fundraising events in support of the Year 4 – 6 French trips. These refunds will be issued to parents and carers in the coming weeks via ParentMail, however in the interest of transparency and clarity, future French trip fundraising events will be run by LFA separate to the PTA. We have however, **kept a small contingent 'hardship fund'** and will encourage the school to contact us if families where to find themselves in exceptional circumstances which would prevent an otherwise eligible child from participating.

Finance

This year saw La Fontaine Academy move to its permanent site on Nightingale Lane, which is still under partial construction. This caused limitations on school and PTA storage space, resulting in a deceleration of PTA spending until the next academic year when we have wider use of the building and a better sense of the LFA's needs and priorities. We thus entered the 2018/2019 year carrying over a balance of £16,576.

Financial report

| CATEGORY | ACTIVITY DESCRIPTION | INCOME | EXPENDITURE | NET | NOTES |
|----------------------------|--------------------------------------|-----------------|-----------------|-----------------|--------------------------------|
| EVENTS - ANNUAL | Halloween | £ 2,670 | £ 1,306 | £ 1,364 | +£500 corporate match funding |
| | Xmas | £ 10 | £ 393 | £ 383 | |
| | Easter | £ - | £ 49 | £ 49 | |
| | Disco | £ 2,031 | £ 913 | £ 1,118 | +£1000 corporate match funding |
| | Quiz & curry | £ 456 | £ 204 | £ 252 | |
| | Sports Day | £ 173 | £ 68 | £ 105 | |
| | Bastille Day Summer fair | £ - | £ - | £ - | |
| EVENTS - REGULAR | Popcorn | £ - | £ 65 | £ 65 | |
| | Cheese and wine | £ 1,538 | £ 670 | £ 868 | |
| | Ice cream | £ 305 | £ 45 | £ 259 | |
| | Uniform | £ 22 | £ - | £ 22 | |
| EVENTS - VILLAGE | Camping | £ - | £ - | £ - | |
| MONTHLY GIVING | Go Cardless | £ 591 | £ 6 | £ 585 | |
| | MyDonate | £ 1,822 | £ 12 | £ 1,810 | |
| | DD | £ 440 | £ - | £ 440 | |
| | Benevity | £ 2,125 | £ - | £ 2,125 | |
| | Charities Trust | £ 1,738 | £ - | £ 1,738 | |
| | GAYE | £ 413 | £ - | £ 413 | |
| ONE OFF DONATIONS/SPONSORS | One off donations | £ 1,000 | £ - | £ 1,000 | |
| | Sponsorship | £ - | £ - | £ - | |
| | Corporate matched funding | £ 1,500 | £ - | £ 1,500 | 500 Halloween, 1000 Disco |
| CASHBACK SCHEMES | EasyFundraising | £ 430 | £ - | £ 430 | |
| | Amazon Smile | £ 22 | £ - | £ 22 | |
| | Stikins | £ 76 | £ - | £ 76 | |
| FUNDRAISING MERCHANDISE | Xmas Cards | £ 1,843 | £ 1,388 | £ 455 | |
| | Xmas trees | £ 448 | £ 287 | £ 161 | |
| PTA SPENDING | PTA consumables (non event specific) | £ - | £ 15 | £ 15 | |
| | PTA equipment | £ - | £ 49 | £ 49 | |
| | Subscriptions | £ - | £ 160 | £ 160 | |
| | Commission/Fees | £ 31 | £ 55 | £ 24 | |
| | Community events | £ - | £ - | £ - | |
| LFA SPENDING | Books | £ - | £ 1,739 | £ 1,739 | |
| | Classroom kit | £ - | £ 4,222 | £ 4,222 | |
| | Sports Equipment | £ - | £ 184 | £ 184 | |
| | Other LFA expenditure | £ - | £ 771 | £ 771 | |
| | School reading books | £ - | £ 621 | £ 621 | |
| RESTRICTED FUNDS | Sports Equipment | £ - | £ 3,473 | £ 3,473 | |
| | Maths | £ - | £ - | £ - | |
| | Y4/Y6 trips | £ 1,330 | £ 243 | £ 1,088 | |
| | School reading books | £ 1,030 | £ 1,030 | £ - | |
| | Classroom kit | £ 40 | £ 40 | £ - | |
| | Other LFA expenditure | £ 2,000 | £ 2,000 | £ - | |
| | TOTAL YTD | £ 24,081 | £ 20,008 | £ 4,073 | |
| | BANK AT 31 AUGUST 2018 | | | £ 16,476 | |
| | | | | | |
| | POSITION AT 30 JUNE 2019 | | | £ 20,548 | |

Spending

Since moving into our permanent home, spending has resumed and a combined total of over £14000 has been spent on an assortment of items in school.

| | |
|------------------|-------|
| Curriculum books | £1739 |
| Classroom kit | £4262 |
| Reading books | £1651 |
| Sports equipment | £3657 |
| Other | £2771 |

The books and classroom kit requests come termly from the teachers. Having completed their planning for the following term these lists cover a wide ranging set of items and can be anything from a mud kitchen, compost and seeds to pulleys, ropes and pipes to facilitate some mad transportation device in the field!

Sports equipment purchased this year has been indoor agility items to add to the kit already in place. The 'other' category includes forest school waterproofs for each class and a fabulous music subscription called SingUp.

Fundraising

Our events so far this year have raised just short of £4000.

We as a PTA value these events to bring us together as a community whilst we raise funds, it's clear that the lion's share of our funding this year has come from other sources. Two different corporate matching schemes brought in £1500 and one off donations raised a significant £4000.

The regular giving total for this year so far is an amazing £7000. Lots of families who are able to donate a small amount each month really does add up, and right now we are drawing that figure from quite a small percentage of families giving.

Those signed up to MyDonate to give regularly will have noticed that the platform has closed down as of June this year. We have reverted to the Go Cardless platform for future and encourage parents and carers to sign up with this platform.

Fundraising Strategy 2019/20

Our financial target for the coming school year is £30,000.

- £10,000 from school events and fundraisers;
- £12,000 from regular giving (i.e. 200 people giving £5/month);
- £2,000 from mixed grant income;
- £6,000 from corporate match giving.

These funds will be split across the below priority areas:

- Classroom resources (£100 / class / term);
- Playground apparatus and resources;
- Sustainability projects and green spaces, including the Reception Outdoor Space in the Civitas Wing;
- Music equipment and tuition;
- School site enhancement – including display cases;
- Cross curriculum resources, as required.

Committees / Helpers

Organised events have grown in quantity and quality. The decision to appoint one coordinator only or a handful of coordinators for larger events had led to more joined up, effective events.

Events are not possible without wider parent participation. Please refer PTA website for other ways to support the school <http://www.ptalafontaine.org.uk/>

Event committee

To be able to cope with the growing number of children (circa 300 next year), our **Event Committee** ensures every event is planned and run properly and smoothly. **We are seeking more people to join**

this group. The aim is for this committee to help coordinate our main annual events. This does not mean the committee will run all aspects of each event, but they will be a critical link to support event volunteers with needed licenses, pricing, floorplans, risk registers, etc. It is our hope this division of responsibility will prove more efficient, effective and supportive for all parties. We recommend prioritising a 'learnt lessons' session after major PTA events so we can continuously improve the planning and running.

This fantastic crew makes PTA events a reality. As part of this group you can:

- Project manage events, from volunteer rotas to risk registers;
- Deploy your artistic talents by planning and creating event décor;
- Brainstorm new events and initiatives;
- Publicise events;
- Approximate time commitment: a few hours up to a few days, per event. You do not need to help with every event as part of the events committee.

Thank you for amazing events

Highlights of the past PTA year

- Halloween Disco
- Ice Cream Fridays
- Popcorn Fridays
- Sports Day Refreshments
- Cheese & Wine Evenings
- Camping Trip

We have a special Merci Beaucoup for Jean-Claude Bardot who was amongst the first families to join LFA and hasn't stopped volunteering since the day Jules started here! We're not actually sure what we will do without you!! We wish Jean-Claude and his family every happiness in Oxfordshire and hope that Jules enjoys his new secondary school there with as much enthusiasm as he has participated in this one – you will all be truly missed.

This is the opportunity to remind all the fun our children and us had throughout the year and thank all the people that have made this possible by their help, donation or encouragements.

In addition to heading up our Events Committee, Carey has worked with school to pull together a comprehensive event plan for the next year that doesn't clash with other events happening at school. It can be found here

<https://www.lafontaineacademy.org/events/>

This is a quick guide to our main events coming up

| | | | |
|-----------|----|-----------|---|
| Friday | 20 | September | Welcome evening for new families |
| Friday | 27 | September | PTA general meeting |
| Saturday | 2 | November | Halloween disco |
| Friday | 14 | November | Board Games evening |
| Saturday | 14 | December | Winter fair |
| Thursday | 13 | February | Board Games evening |
| Friday | 6 | March | Quiz & curry night |
| Friday | 3 | April | Easter egg hunt and teddy bear's picnic |
| Thursday | 18 | June | Board Games evening |
| Friday | 26 | June | AGM |
| Wednesday | 1 | July | Sports day |
| Thursday | 2 | July | La Fontaine Marathon |
| Saturday | 11 | July | Summer Event |

Projects committee

In 2019/20 we intend to get a sustained projects committee up and running. This will offer one-off and larger grant project volunteering opportunities.

This group will:

- research grant opportunities that fit in with school priorities;
- develop grant applications and partnership bids;
- explore corporate sponsorship opportunities;
- Approximate time commitment: 1 – 2 days per grant.

Relationship management roles & one-off projects

- manage partnerships with local vendors including the Churchill Theatre, YourBromley, farms in the area and estate agents;
- Organise an annual fundraiser such as Christmas cards or tea towel sales;
- Volunteer on a PTA event stall or during a PTA playground sale;
- Approximate time commitment: 1 – 2 days per project.

Any other business

This gives members who are present an opportunity to raise matters that haven't been covered.