

## SMSA Meeting

Wednesday May 23<sup>rd</sup>, 7.30pm in Staff room

### 1. Introductions & welcome

All

Present: Lynne Riley, Ruth McBurney, Claudia Wordsworth, Karel Revel-Chion, Paula Avraamides, Rachel Wingfield, Roni Collins, Rachel Maynard, Tina Redd, Lisa Rose, Clare Leach, Jo Taylor, Sally Holyland, Karel McNamee, Trish Littler, Kate Waine, Amanda SR.

#### Apologies:

Jeremy Wells, Gaynor Coltman, Tessa Cows, Jessica Worthington, Laurence Penn. Julia Weiner, Sam Bailey, Laurence Penn.

### 2. Matters arising from previous minutes

Lynne Riley

Nothing to discuss.

### 3. Finance Review and updates

Karel McNamee

£35k in bank but some money owed to school. Available funds are about £23k (*but note cost of swimming was not taken into account and exact cost needs to be checked, see last para*). Karel reported on spreadsheets compiled on cake sale takings/spend and wish list expenditure.

Re cake sale spreadsheet, Karel offered to take questions or if some reps need to discuss anything, please find Karel in the playground. Some classes in 'negative equity.' Lynne questioned whether this was fair to start the year in a minus position. System now much more documented so this shouldn't arise. Claudia wondered why so much money remains unspent and said that reps should be aware that it is legitimate to go to the class teacher with ideas for expenditure. Teachers just need to get a purchase order from the office for spend. Discussion about ensuring the teachers were also kept informed of updated monies available NB: money unspent moves with the children and doesn't stay with the teacher. From September, all systems will be well established and clearly communicated. Discussion on Y6 spending needs e.g. year books and whether available funds shown are earmarked for this.

Karel also shows what classes have spent money on as thought that would be interesting. So far, spreadsheets have been circulated to the reps.

List of wish list items bought also shown to attendees. LR proposed this going on the website.

LR raised question of money earmarked for swimming which wasn't shown as being used although swimming for Y5 is happening. This may affect available funds. Cost to be checked and smsa contribution checked. However, only one term rather than expected one year of swimming is happening.

### 4. Wish Lists and discussion

Tony Lanfranchi was not present, nothing presented.

## 5. Governors Update/Review of surgery

Karen Revel-Chion

**Security fence** now starting the week after half-term due to availability of the chosen contractor rather than in the summer hols. Planting programme will commence in the autumn term onwards.

**School budget** has just been set for the next academic year. Haringey budget pays for staff and utilities and some other basics but we need further funds for which we are coming to the smsa for extra financing. Wiring and wireless system requires work and school hard drive is full – there is no money in school budget for this work. Governors can undertake some of the necessary items e.g. school water system and resurfacing the cage. Governors would like to ask for specific smsa help with IT upgrade as critical for smooth running of computer use and teachers' use of whiteboards etc.

Premises proposed spend for all needs is £78k, but meeting next week to prioritise. Some items likely to be postponed.

IT upgrade is £28k.

Class laptops also on ASR wish list and IT suite refurb but “the rewiring upgrade is the first priority.”

LR spoke about Amanda SR's and Lorna Ross's keenness to have a maths trolley in each class (£500 per class = £7000) so that each class can work efficiently. Trish wondered whether needs are the same for each year group. Cost of each trolley also questioned. LR does not yet have a breakdown of exact costs. Lynne advocated trusting the teachers to know what they need e.g. as to whether a trolley more appropriate than a static maths storage item. Thought it likely that all the amount might not be spent.

Discussion ensued over exactly what amount would be significant enough to enable the IT programme to get underway.

Lynne stressed that re the maths trolleys we should trust the teachers to know their needs.

*Amanda arrived after this item was discussed, but her comments are being inserted here for coherence:*

ASR described that each trolley – the trolley being a large proportion of each class cost – would be stocked with items a class might need on a daily basis e.g. number fans, teaching clocks. Each trolley is £350. ASR said there is no alternative trolley as current ones we have are tatty and poor quality. New ones are modular and fit for purpose. The remaining £150 sought are for resources to stock the trolleys.

Talked about how there has been a lot of work done over the year on improving maths and it is a whole school priority currently. Trolleys give lots of practical maths experience.

Confirmed this is the only significant maths expenditure envisaged but it would be received very positively by the staff.

SMSA meeting approved £10k towards the IT upgrade – Karen thanked the smsa for this pledge – and £7k maximum towards the maths trolleys and accompanying maths resources..

Further discussion about thinking on laptops for children and how this may or may not interact with the IT suite.

Karel asked when the spending would occur – Karen said over the summer holidays.

## 6. Sponsorship

Kate Waine

Deal with TMD estate agents has been done, will sponsor all events bar panto for the next year. Names of people having fun run boards given already, but Kate desperate to get more names as boards for the summer fair will also need to go up. Boards have to go up for 3 weeks. Please urgently contact kate if you are willing to have a board and reps please try to recruit parents in your class. Having boards up is very integral to the whole sponsorship deal rather than being able to itemise the value to the school of each individual board.

Revisited whether to give TMD any presence on the website, but they have not raised this so we will not do so ourselves.

## 7. Library update

No report this month, however, recent information issued to library helpers was the following: *New books have recently arrived and several put on the 'New Book' shelves including Olympic and Jubilee (one) publications. Graphic novels are now on the bottom shelf below the New Books and poetry*

## 8. Garden update

Lynne

Sign up rota under arch led to two sign ups only so Lynne wonders if that means people love the gardens but don't feel able to pledge their help. Claudia questioned whether ks1 parents walk past the arch to which Lynne responded that there was also a sign in the gardening noticeboard.

Lynne updated meeting on Alicia, Lynne and Ruth's recent meeting with Capital Gardens re setting up a super exciting fortnightly gardening club on sat mornings, one week at st Michael's and the next one two weeks later at Alexandra palace in turn.. Rolling ten week term and twenty pounds for the course. Something for you and your child to take away at each session. Designed to be throughout the year. Due to start autumn term, they will recruit the club leader but if a parent would like to get involved to help run the club, please offer and you will be paid in gardening vouchers.

Rachel re. her friend who is about to become a parent at school and who has offered to run the reception and nursery gardening club next year had toured the gardens and felt they had been butchered. Discussion re gardeners used for general maintenance not showing sufficient care. Talk about potential for Capital to tender for the work required at the school in due course.

Discussion about the lack of help for the existing lunchtime gardening club now limited to Fridays. Paula asked if Capital might be able to support this club, but it was felt that they would need to focus on the new Saturday club rather than having staff available for the school-time club.

## 9. SMSA Website & shopping

Laurence Penn

Fun run and football funday on website now. Please can parents taking photos at these events let laurence know/have some for the website.

#### 10. Recent events: Book sale (May 18)

Kate talked about how successful it was and whether on a weekly basis cake sales could sell books available in the book recycling box in which case any takings would go to the cake sale class doing the selling. Box currently in the smsa cupboard. Further talk re putting a book recycling receptacle by/in troy's office. **Agreed to give this idea a go – please note reps!**

#### 11. Forthcoming events/important dates:

##### Jubilee party (Friday May 25<sup>th</sup>)

Bunting update: please help put up bunting on Friday morning in ks1 playground. Bunting ribbon in the office.

Party helpers due at 1pm for briefing in the infant hall. Banqueting roll and platters will be distributed by smsa at the party. Amanda will issue a map showing which class will be where. 315pm crucial to have helpers to throw away leftovers. Tables and chairs likely to be returned after 330pm.

##### Football Funday (Sunday May 27<sup>th</sup>)

1pm this Sunday. Women's football match with daughters in y5 or y6. All teams in place. Any questions, please contact Robert revel-chion. Asr apologized for not being able to attend, but it is her birthday! Anyone keen to help, more help needed at the bar and poss the café. Reps, remember that each class needs to donate a couple of cakes...please.

##### Fun Run (June 17)

NB: Kids are allowed to wear fun run t-shirts every Thursday and Friday from Thursday (but red white and blue mufti for Friday 25<sup>th</sup> please). Kate keen for younger kids to take part, each participant gets a medal. Fun run forms have been distributed but extras in the office. We will need marshals to man the course, so please can reps recruit some helpers – they will only have to do half the time out on the field so that they are able to watch their own kids take part. T shirts have already arrived and you will be given one once application put in the office with payment.

##### Summer Fair (June 30)

Theme is Jubilympics

Ruth outlined general theme and planning update. Further information will be disseminated soon. Toddler area envisaged.

##### Camp Out (July)

Nobody allowed to drive on the field pm or am. !!! Any camper vans need prior permission and would have to park on the road.

Usually people pay for a pitch and then any evening visitor is £5 per head. There is one pay bbq, not individual ones. Kids curfew is midnight and no tent exit until 8am. Question re. whether young kids can come and 'pretend' to have the camping experience and then leave by 9pm due to concern about the age of nursery children. Trish felt that the idea was to spend the night if at all possible. It's a very popular event so some concern that most people did indeed spend the night. **PLEASE SEE FURTHER CAMP OUT INFO AT THE END OF THESE MINUTES FROM TRISH LITTLER.**

##### 2012/13

New to You (early Oct)

Book Sale (Sarah Brown)

Battle of the Bands (Nov. 24<sup>th</sup>)

## 12. AOB

Claudia reported that there was some concern from one class re the three noticeboards in the top playground being a safety hazard for small heads and a feeling that they looked a bit plonked in position. ASR said they are poorly maintained... and Kate said it is partly because they are so difficult to open. Meeting agreed that moving them or considering their usage was something that could be looked at in the future once the fence is put up.

Parent asked when the gazebo in the ks1 playground will be replaced. Karen said she would look into speeding this up.

Next SMSA Meeting: June 21<sup>st</sup> (AGM) and final meeting of school year. Committee positions are approved/voted on at the AGM and further information would be sent out after half-term regarding this. Please don't hesitate to contact Lynne Riley (see email below) if you are keen to stand for a committee post.

**Earn free money for the school by using the SMSA website ([www.thesmsa.co.uk](http://www.thesmsa.co.uk)) shopping link to shop at the top brands.**

### **SMSA Committee 2011/12 and useful email contacts:**

SMSA Chair – Lynne Riley/Durand [lriley157@gmail.com](mailto:lriley157@gmail.com) 07796464787 (also any emails re classical evening)

Vice-Chair – Ruth McBurney [ruthpdq123@hotmail.com](mailto:ruthpdq123@hotmail.com) 07809608454

Co-Treasurer – Karel McNamee [mcnamee.karel@googlemail.com](mailto:mcnamee.karel@googlemail.com)

Co-Treasurer – Jenny Taylor [jim.taylor4@virgin.net](mailto:jim.taylor4@virgin.net)

(Tessa Cowls [tessas@eproductive.com](mailto:tessas@eproductive.com))

Co-Secretary – Claudia Wordsworth [Claudia@macace.net](mailto:Claudia@macace.net) 07768 094304

Co-Secretary – Jessica Worthington [jessica\\_ferrandiz@yahoo.co.uk](mailto:jessica_ferrandiz@yahoo.co.uk) 07980 560540

Sponsorship: Elizabeth Diaferia [elizabethdiaferia@mac.com](mailto:elizabethdiaferia@mac.com)

Kate Waine [kate.waine@blueyonder.co.uk](mailto:kate.waine@blueyonder.co.uk)

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Website: [laurencempenn@gmail.co](mailto:laurencempenn@gmail.co)

Gardens: [aliciapivaro@me.com](mailto:aliciapivaro@me.com)

**Camp out Information provided after the meeting by Trish Littler to confirm some important elements although a camp out letter will be issued in due course.**

**Key points (other notes will be in official letter):**

- Everyone welcome – however, this is a Camp Out and so the expectation is that people will be camping and staying for the night!
- All adults and children must be pre-registered
- Maximum of 4 children per adult
- Evening visitors can only attend with a “camping party” (max 4 per pitch)
- There will be one central / pay barbecue – no personal barbecues allowed
- Maximum of 60 pitches
- No driving on the field, at any time

**Also, the price for a tent is actually £15 (not £10, as I said at the meeting).**