

**MARLBOROUGH SCIENCE ACADEMY PTA Meeting**  
**Minutes from 11<sup>th</sup> June 2019**

**Present:** Richard Atterton, Jane Sullivan, Michael Cleaton, Nathalie Johnson, Angela Colman, Salpi Gulbekian, Terri Clarke, Jackie Metcalf, Angela Moffat

**Apologies received:** Doug Eve, Mandi Tagg, Jacqui Shepperd, Rachel Newland, Nathalie Jaeger

**1. Welcome & Apologies**

Natalie Johnson and Angela Colman are PTA Co-chairs – they performed the welcome and apologies.

**2. Funding requests**

New funding request received from Doug Eve for the Science faculty for x 10 new good quality microscopes to be used by all year groups at school, total cost of £1,195.00.

This was discussed and agreed by attendees of the meeting. The funding requests paperwork was signed by Chairs Angela Colman and Nathalie Johnson, Michael Cleaton emailed School finance with information.

New funding request from Hayley Redfern £450 to rejuvenate the Jubilee Gardens at school.

We discussed this and the committee voted to refuse this due to the possible rebuild of certain areas of school. Most likely the Field Study area or the Jubilee Gardens area.

We confirmed the funding for the Rock and Tech after school club is for this current academic year only, as communicated previously to Louise Haines. Parental contributions to fund the club as of September 2019. Treasurer Michael Cleaton to send an email to Miss Haines to confirm this arrangement, and cc the PTA.

Update on St Albans Marathon water station event – struggled to gather the required 10 helpers. A Parent Mail was sent out the Wednesday before the event and we gathered the necessary number of helpers. The event was a success and worked as planned.

Please note that it was a good response to gather volunteers via Parent Mail.

**3. Finance update**

In the PTA bank account £25,210.56 as of 01/06/19.

The Paypal account has £4,000 from MFest ticket sales.

Finance Update as of 01/06/2019 for PTA Meeting June 11th 2019		
Line Item	Amounts	Notes
Main income since last meeting on 7th March	£4,085	A variety of M-Fest Payments (Pitch Fees / Sponsorships) Big payments of £2,750 from VP Limited and £400 from EBS Limited)
<b>Balance in Bank at 01/06/2019</b>	<b>£25,210.56</b>	
Less Outstanding Cheques of	£2,293.50	Staging / Amps for school / Giant Deckchair/ A Boards / Deposit for silent disco

Balance available	£22,917.06	
Allocated funds	£115.00	Plastic Recycling Boxes
<b>Balance less allocated funds (Available to Spend)</b>	<b>£22,802.06</b>	

#### 4. Future events

New Yr 7s Bacon Butty morning on 11<sup>th</sup> July 9am -10am – Student swap over day

Nathalie Johnson to confirm refreshments for this event with catering and Miss Pounnas

Nathalie and Angela Colman to lead this event.

New Yr 7s Students and Parents evening – 27<sup>th</sup> June. Nathalie and Angela Colman to lead this event. PTA helpers to serve the refreshments. Volunteers are Nathalie J, Angela C, Salpi, Terri, Angela M.

Comedy Night – It has been decided to postpone this event and concentrate our efforts on the Winter Wonderland Ball on 9<sup>th</sup> November. We will plan a Comedy night for future months, maybe January 2020.

Arrange a 'Keep the Date' Comms to be sent out the parents for the Winter Wonderland Ball on 9<sup>th</sup> November 2019. Angela Colman to do wording for this.

#### 5. Mac Plaque

A wooden plaque has been made for the 6<sup>th</sup> Form centre to commemorate / inform the Mac computers have been funded by the PTA.

In the PTA Lock – up there is a boxed large size table football game. The PTA are keen to donate it to school for use in the 6<sup>th</sup> Form Block or Brook Suite. Richard Atterton said it's not suitable for school. We decided to use as a raffle prize at the Winter Ball.

Angela M to work with Reprographics to make updates for the PTA Board, as it's in need of update and to replace trim.

#### 6. Date of next meeting

Date of next meeting – Sept 2019 (date to be confirmed)

#### 7. AOB

Salpi requested school letterhead with PTA Charity number on, to be used when asking for MFest Tombola prizes. Jane S to send this to Salpi.

The sports faculty have requested the use of MFest gazebos. The PTA do not want the gazebos damaged as happened last year. We are willing to loan the gazebos, but they must be looked after and returned in good condition. Richard Atterton to speak to the PE faculty and ask if they are to be loaned out they must be looked after by a member of staff.

MFest – PTA Chairs to be at the MFest set up on Friday evening to see where items have been taken of the PTA lock up, and available on Sunday morning to make sure items are returned to the lock up in the same way.