

## **4th Honeywell Schools PTFA MEETING**

**Wednesday 6<sup>th</sup> March at 7.30pm**

**At Honeywell School**



## **MEETING MINUTES**

Attendees: see presence list

### **1. Thank yous given to:**

- Yoga Night – Willow Class
- Krispy Kreme Sale – Year 6
- Valentine's Cake Sale – 5R
- Tea Towel team for 2018-2019 – Anna Jones and Jenny Kent

### **2. Pancake Sale – Friday 8<sup>th</sup> March**

- Papaya Class fundraiser will take place after school in the playground on Friday at 3.30 and 4.30 pm. This will also be the PTFA's first event using a credit/debit card reader using iZettle so assistance with payments will be provided by the PTFA committee.

### **3. Swedercise – Thursday 14<sup>th</sup> March, 7pm Lower Hall**

- 3L's fundraiser with Johan Wissinger's fitness class "Sweat & Smile, Swedish Style" is confirmed. It will be 80s themed with prize for best outfit. Tickets for £10 will go on sale soon in the playgrounds and on Classlist using PayPal. Event advertising to be handled by the 3L class reps.

### **4. Promises Auction – Friday 22<sup>nd</sup> March, Lambeth Town Hall**

- A letter with all logistical details is being drafted this week by the Auction team.
- Key points: doors will open at 7pm with the auction starting promptly at 8pm. There will be security people on the doors so any latecomers will need to call the organisers to gain access.
- Food may be homemade or take-away but we cannot accept deliveries to the venue due to contractual obligations.
- There will be a paying bar (wine, prosecco, pale ale Honeywell Blond, lager by Signal) but guests should bring any soft drinks. Tap water will be provided.
- The Auction brochure will be available online by March 8th on the PTFA website. Printed brochure (56 pages) to be distributed to all school parents version on approximately March 15<sup>th</sup>.
- The Online auction will open on 15<sup>th</sup> March and will close at midnight on 22<sup>nd</sup> March.
- Pledges can be paid for in cash, by cheque or using the two new bank card readers (1.5% charge).
- All table holders (24 tables) must return details of attendees to the Auction Team ASAP.
- Special thanks to event sponsors – Hamptons, Gentleman & a Van, Orchestrator & Daniel Cobb.

- All reps asked to circulate the news that Hamptons' have donated free house sale and a free let. The house sale will be in the live auction, the rental will be in the online auction. Both will be valid for 2 years, for any house value and within SW11. The PTFA Committee are awaiting final Terms and Conditions from Hamptons.

#### **5. Buengo – Sell/donate it for Honeywell**

- This new fundraising initiative was introduced by a teacher and parent in the school. It consists of a virtual second-hand sale and will be taking place Monday 29<sup>th</sup> April to Sunday 5<sup>th</sup> May and will be open and ongoing thereafter. 95% of proceeds of each sale will be given to the PTFA. This supports the School's application to be a Gold Award holder as a Rights Respecting School by encouraging reuse. Article 24 (Health & Health services) - We have the right to a clean environment.

#### **6. Empties Please**

New fundraising initiative to be launched, also supporting Article 24: new printer ink and toner cartridge recycling scheme. All parents will receive collection bags and flyers in book-bags towards the end of the Spring term.

#### **7. Lollipop Funding & Savills Bike and Scooter Sale**

- It was confirmed to all attendees by the Treasurer that funding for the scheme is in place until Easter 2020, with road crossing patrolmen salaries being financed 50% from parents, 50% from Savills.
- The Committee has agreed that fundraising will commence in September 2019. The current team are looking for at least two people to shadow them this September with a view to them taking it on in the following fundraising period.
- In addition to encouraging parent donations Savills will run a bike and scooter sale at their offices to raise money for the scheme and to raise awareness of their sponsorship and involvement. Reps are asked to spread the word that donations of scooters and bikes can be dropped off directly at the Savills offices prior to the event which will take place Saturday 18<sup>th</sup> May (TBC). Savills will also provide a bike check service on the day.

#### **8. Hamptons**

- The Committee is currently discussing sponsorship renewal with Hamptons estate agent as the current 3 year contract comes to an end this academic year. It would help if any parents could let the Committee know if they know of anyone who has sold or let through Hamptons in the last year. The sponsorship value will be determined by Hamptons head office with advice by the local office so return on investment information will be very useful.

#### **9. Bug Busting**

- Reception and Nursery parents will be receiving new nit combs in advance of whole school bug busting weeks March 25<sup>th</sup>, 28<sup>th</sup>, April 1<sup>st</sup>, 4<sup>th</sup>. Letter to all parents to be distributed through book bags.

#### **10. PTFA Committee Members/Charity Trustees**

- All reps were reminded that there have been some slight changes to the Committee structure under the new constitution adopted in September 2018 based on PTA UK model. There is now a Chair who is also a Trustee, and currently there are 3 other Honeywell Schools PTFA Registered Charity no. 1087950

trustees: Lou Kizwini who carries out the duties of Treasurer, Mina Dorontic as Secretary, and Rachel Mukherjee as Vice Chair. However due to the volume of work the Committee are seeking to expand the size of the PTFA Committee as a whole to approximately 6 trustees to cover a variety of roles to be determined according to volunteers' experience, strengths and time available. A minimum 2 Year commitment would be required.

- All were informed that Sarah Richardson will be stepping down as Chair, and Lou Kizwini will be stepping down to as Trustee and Treasurer in September 2019. One nomination for Rachel Mukherjee to take the position of Chair has been received but the Committee are open to receiving further nominations. Any parent may apply, including current PTFA Committee members.
- The Committee are therefore looking for 4 volunteers to complete the Committee for the September 2019. All inquiries should be forwarded to the Committee.

### **11. Treasurer's Report**

- Yoga Night raised approximately £250
- Krispy Kreme Sale raised approximately £350
- Valentine's Cake Sale raised approximately £250
- Academic Year to date – fund raised have reached approximately £20,000 which is about the same as a year ago to date.

### **12. Junior Playground – Duncan Roberts**

- Duncan Roberts updated all attendees that proposals received from the 3 recommended contractors are now displayed for all parents from Infant and Junior Schools to review in the Junior Hall. He asked that parents sign in in the office before or after school to view the suggestions and to feed back to him by email. He is unable to distribute the images digitally himself. Teachers and pupils have also been invited to feedback on the plans. All proposals are within budget and cover the new structures but not a full resurfacing or levelling of the playground as this would not possible within this financial or timeframe.
- In addition to the playground structures, and using school funds and a grant the school has obtained from the local authority, the Junior School will be putting up a mosaic on the walls of the "quiet area". The project will have direct input from the Junior school pupils.

### **13. Forthcoming Events & Dates for Diary**

- Friday 8<sup>th</sup> March – 3.30 & 4.30pm – Pancake Sale
- Thursday 14<sup>th</sup> March – 7pm, Swedercise
- Friday 22<sup>nd</sup> March, 7pm – Promises Auction
- Monday 29<sup>th</sup> April – Sunday 5<sup>th</sup> May, Buengo Sell it for Honeywell Week
- Weds 1<sup>st</sup> May, 7pm, 5<sup>th</sup> PTFA Meeting
- Friday 17<sup>th</sup> May – Quiz Night
- Saturday 22<sup>nd</sup> June – Summer Fete

AOB:

Additional dates for diary:

- Wednesday 3rd April: 4I class fundraiser litter picking afternoon on Wandsworth Common. They will be setting up a BTMyDonate Sponsorship page which will be circulated via the PTFA Newsletter.
- Thursday 4<sup>th</sup> April: Palm Class fundraiser Easter cake sale after school

#### **14. Next PTFA Meeting**

- Weds 1<sup>st</sup> May, 7pm doors, meeting at 7.30pm – 5<sup>th</sup> PTFA Meeting