

DAVENANT FOUNDATION SCHOOL
PARENTS ASSOCIATION

Meeting notes held on 8th September 2008
(School library)

Attendees: Pam Bollen, Liz Payne, Jackie Stephens, Sue Baxter, Karen Drew, David Parker, Debbie Naylor-Brown, Lois Kilden, Sue Lane, Nicola Stacey, Lynn Fayolle, Lucy Folkes, Raina Gee, Richard Ford, Suzanne Bayliss, Amanda Hart

Apologies: Sian

1. **Welcome**

Pam welcomed all and especially several new members from Year 7 parents. Lesley has unfortunately resigned as PA secretary, the PA would like to thank for her hard work and wish her well.

2. **Minutes from previous meetings**

Previous meetings on 22nd April and 30th June 2008 – minutes agreed as accurate record

3. **Matters Arising** - None

Action Points

a) Davenant's Got Talent – suggested for Spring Term, open to the whole school to show talent not always represented at other shows. Committee for the show: Suzanne, Dave, Pam, Liz, Raina, Amanda and Lucy.

b) May Ball – promote at quiz night. Debbie to find out available dates at Blakes in May 09. Anyone involved in arranging balls at primary schools please e-mail Liz with details i.e charge for venue, number of attendants, meal prices etc.

4. **Chair's Report**

e-mail received from Richard Tilbrook who taught at Davenant for nearly 30 yrs, he left to go into the ministry full-time but is still President of the PA. He is thinking of us even though he cannot attend all the meetings. RT will send notes for PA to incorporate into AGM.

Celine Sullivan suggested that we could use the "Pampered Chef" line of cookware in PA fund raising. It was considered not suitable for fund-raising at the moment.

5. **Treasurer's Report**

Current a/c £1,381.53 Deposit a/c £4,870.26 = £6,251.79

PA needs school to spend some of the money in the bank accounts. Area suggested to spend funds on is the sports area/swimming pool toilets as they are in need of refurbishment and outside parties also use these facilities. This suggestion will be brought up at the Governors' AGM on 18/9/08. Accounts for year end 31/3/08 not yet audited. No other movement on accounts.

6. **Assistant Head Teacher's Report**

Some departments still spending money allocated to them a while ago. Stickers are put on items purchased for school by the PA.

For the benefit of the new members Dave Parker outline some of the departments that have benefited recently: RE dept. – digital OHPs, all depts.. - enclosed display boards along corridors for displaying students' work safely, new mini-bus, science dept. – calibrated equipment, language dept. – equipment to enable pod-casting.

7. **AGM & Constitution**

The Constitution is very old and needs to be amended and put before parents. AGM is on 18/9/08.

8. **Possible and Actual Future Events**

a) Year 7 quiz night – 19/9/08 7.30 pm school hall.

Admission £5.00 adults £2.00 students. Bring your own food and drink

Quiz masters – Dave and Richard

Raffle – donations for prizes

Suzanne to get sweets/lemons for prizes

Richard to do results grid

Liz to do water and nibbles on tables

David to find out about Year 7 project to display on tables

b) Fashion Show – 6/11/08 7.15/7.30 pm

Lois asked for a co-ordinator, models (VI form girls), ticket sales (Liz), advertising (Sian). Fashion for older teenagers and adults, ladies fashion only. Clothes will be sold after the show. Lois providing garments.

Ticket price £5.00 includes free glass of wine and nibbles.

c) Christmas Fayre – Saturday 29/11/08

Sub-committee: Pam, Liz, Karen, Debbie, Jackie, Raynor, Suzanne, Lois, Sian?

d) Davenant's got talent - spring term – 20/3/09?

Dave to investigate if date OK with school.

- e) Triathlon – Saturday 27/6/09?
Dave to investigate if date OK with school
BBQ after, music outside? Contact famous athlete to open event?
Subsequent to meeting date has been changed to 4th July to coincide with sports week

Other possible fund-raisers: Bingo night, Family camp, Car boot sale

9. **Parents Evenings**

PA volunteers to serve refreshments to teachers on parents' evenings:

13/11/08	year 12	Sue & Sian?
27/11/08	year13	Liz
15/1/09	year 11	Pam & Liz
29/1/09	year 9	Lois
12/2/09	year 10	Pam
2/4/09	year 8	Nicola & Sue
23/4/09	year 7	Lynn & Debbie

Always on Thursdays 4-7pm, refreshments served approx. 5.30pm
Keep bills for milk and biscuits and pass to Liz for reimbursement.

10. **New Teachers' Welcome Tea – 16/9/08 3.45pm**

Anna asked if PA can help with refreshments 3.30 – 4.45pm. There are 25 new staff plus Governors. Jackie to provide cakes. Raina & Liz volunteered, Dave to provide crockery and milk.

11. **Any Other Business**

None

12. **Date of Next Meeting**

Monday 13/10/08 7.30pm at the Queen Victoria PH, Theydon Bois
Agenda will be Fashion Show and Christmas Fayre.

