

**Sotogrande International School  
Parent Teacher Association General Meeting  
14th November 2017 9.15am in the Cantina**

**Present:** Sarah Burgess (chair), Tracey Stoneham, Jak Kearney, Jurgen Germeys, Maureen Smith, Donna Morrison, Danielle Bostoen

1. **Apologies:** Barbara Peacock, Sue Davies, Maddy Maclachlan, Doris Jimenez
2. **Chairperson's remarks:**

Picnic benches: These have now been delivered. Dan Stoneham will laser engrave them with the PTA logo. TS will send the design for approval beforehand.

Raffle tickets: BP suggested changing how we send raffle tickets home with the children. Agreed to keep as is. Tickets will be ready to sell very soon.

Autumn Festival: Great success, thanks for everyone's hard work. Parents of younger children were very happy with the entertainments provided for them, but asked if the fireworks could start earlier as it is a late and cold night for younger guests. Agreed to change the start time to 6.30pm next year. Other parents commented that students and/or performers/ teachers/ parent volunteers should not have to buy a ticket. This should be looked at for the next Autumn Fayre.
3. **Head teachers report:**

Thanks to those who helped at the Triathlon last month, it was a successful event although it would be great to see more parents getting involved and entering teams next year. The Exec Committee are looking at ways of opening up the school pool for community use. JK expressed thanks to the PTA for the Autumn Fayre. JK expressed further thanks to all those parents who gave up their time to assist with the visits from external assessment bodies last month. Their report will be issued in the new year, but initial feedback has been very complimentary.
4. **Finance report:**

The Back to School Party made a small profit of 492 euros. The Autumn Fayre was very well attended with just over 1000 tickets sold. The final figures of income and expenditure are yet to be finalised. DB noted that the PTA bank account is still in the name of the treasurer from some years ago and would like to change it. SB to put DB in touch with the previous treasurer and DB can approach the bank to see what can be done. DB reported that the PTA have paid just over 1000 euros to the MUN in support of their recent trip, and have also funded the aforementioned picnic benches for the students.
5. **Events:** MM meeting with Sotogrande SA today to confirm location for the Christmas Bazaar.
6. **Communications:**

Noted that it is important to spread awareness of how PTA funds are used. Agreed to add an item to this week's newsletter highlighting the expenditure on the MUN trip and benches. In the near future we will attend an assembly or present to the Student Councils so that the children know what the PTA is there for.
7. **Requests for Funding:**

F1 in schools: Mark Allen attended to present a request for part funding of the F1 in schools programme for this year. He suggested that the PTA attend this afternoon's meeting in the cantina to learn more about the programme. It is a fantastic opportunity for the students involved and to raise the profile of the school generally. Funding is needed to start the project, to allow for the purchase of starting materials and allow further marketing and sponsorship requests to take place with external companies. Mark Allen confirmed that the school is also a big sponsor of the F1 in schools team. PTA will consider the request.

PE Competition Kit: Alex Smith attended to present a request for funding for a PE Kit to be used by those students competing in external competitions. The current kit is old and mismatched. It was asked why the school PE kit couldn't be used. It can, but doesn't include socks, swimming costumes or hats at the moment. JK pointed out that the contract with El Corte Ingles is to provide all of our PE kit requirements, so if we want a school swimming costume, this would need to be provided by them. A separate sports kit for competitions could be sourced somewhere else, provided it was owned by the school and students paid a deposit against its safe return from each competition. It was suggested that the school marketing budget might be used for some part of the cost, as the PTA would be unlikely to fund the full amount. Alex Smith will discuss further with JK and return to the PTA with a modified request if necessary.

8. **Any Other Business:**

DB noted that the Santa 5k Fun Run will be held on December 17th.

9. **Date of Next Meeting:**

**Tuesday 12th December 2017 9.15 in the Cantina. All welcome.**

SB noted that in the new year the first meeting will be on a Thursday evening to allow wider participation. Date to be confirmed.