

DRAFT MINUTES – YET TO BE APPROVED

**NEWSTEAD WOOD PARENTS ASSOCIATION
Minutes of the 35th Annual General Meeting
Held on Tuesday 22nd March 2011**

Present at the meeting: Committee Members

Mrs E. Allen – President
Mrs G. Sparkes, Chair
Mrs P. Kaczmarzyk, Treasurer
Mr N. Kalawoun
Mrs N. Khalid
Mr I. Matheson
Mr R. Savur, Secretary

Apologies For absence: Mrs C. Lloyd – Vice-President, Mrs N. Stockton, Mr D. Allen, Chair:
Career's Sub-committee,

Also in attendance: Mr K. Holmes, Mrs C. Skelly

1. Chairman's Welcome

Georgina Sparkes opened the meeting and welcomed everyone to the NWPA AGM.

2. Minutes of the 34th AGM

The minutes of the 34th AGM held on Wednesday 2nd December 2009, copies of which were distributed to all present, were approved.

3. Matters arising

None

4. Chair's Report

Georgina briefly described the NWPA's year: unfortunately the Social sub-committee has fallen by the wayside! The school has had to e-mail parents when requiring help at social events. Fund raising activities have tailed off with just 15 attendees at the Fun Run and an all time low attendance of just 70 people at the last Quiz Night. Luckily the forthcoming Summer Ball has had reasonable amounts of registration and the Raffle has done fairly well. The Careers sub-committee, on the other hand, has gone from strength to strength with a very successful Careers Fair. Income has been fairly steady and support to the school during the year has been mostly on IT equipment including the Careers Room and Sixth Form Block.

5. Treasurer's Report

Paulina distributed the draft accounts and mentioned that income during 2010 has stayed comparatively the same at £59.5k compared with £60k in 2009. However, takings from the Raffle have been steadily decreasing, down to £784 during 2010 compared with £845 in 2009 and £1,200+ in 2008. We need to work harder to find a parent whose employer will provide Matched Funding for the Raffle.

There was a question from Ian about Tax Relief and Paulina mentioned that the paperwork was still pending. The accounts were formally adopted by the General Body.

5. Sub-committee reports

a. Careers

Ian Matheson reported on behalf of the Careers Sub-committee. There are currently 16 members on the Careers Committee, 14 parents and two members of staff. Since the last AGM, there have been two careers seminars: on the legal profession (all aspects other than barristers/solicitors) during the spring term and on sports (including a physiotherapist, a nutritionist and a member of the British sports team) in the summer term. The biennial Careers Fair was held in the Autumn with over 700 attendees and very good feedback.

The PA section of the school website has a new section with dates. There is a new Chair of the sub-committee, Dave Allen, and a new Secretary, Carol Tarhan. Anthony Fitzgerald is the enthusiastic new staff member co-ordinating. Plans include a new format of Round Tables / Seminars and the next event on May 10 will be on Journalism and the Media with potentially six speakers.

Mrs Allen thanked the careers sub-committee for their hard working including bringing forward the Careers Fair to the autumn term to enable Year 9 students to attend before making their GCSE Option choices. This meant the sub-committee had organised two fairs in 18 months. A suggestion was also made to promote the next Careers Fair to the Sixth Form as being a venue when they may be able to speak to participants about direct recruitment and/or sponsorship opportunities.

6. Election of Officers

The Officers of the General Committee are the Chair, Vice Chair, Treasurer and Secretary.

Ravi Savur was nominated as Chair by Georgina Sparkes, seconded by Paulina Kaczmarzyk and was elected unopposed. Karl Holmes was nominated as Vice Chair by Ian Matheson, seconded by Ravi Savur and elected unopposed. Paulina Kaczmarzyk was nominated as Treasurer by Georgina Sparkes, seconded by Ravi Savur and was elected unopposed. Finally, Georgina Sparkes was nominated as Secretary by Ravi Savur, seconded by Liz Allen and was elected unopposed.

All other committee members present agreed to continue in their posts.

7. Any other business

Mrs Allen wished to note her thanks for the contributions of the PA with a special mention for kitting out the Sixth Form Centre. An official opening is likely in early May. The support of the PA was appreciated even more during the current straitened economic times and the continuing contribution of £10k towards the hardship fund has enabled a few students to obtain necessary texts for their A levels, as well as facilitating external visits and other things that may not otherwise have been possible

8. The meeting concluded at 2035hrs.

END OF DRAFT MINUTES