

JAMES ALLEN'S GIRLS' SCHOOL PARENTS' ASSOCIATION

MINUTES OF THE 27th ANNUAL GENERAL MEETING

HELD ON 5th October 2009 AT 7.30PM

Attendance.

Committee members: Mrs Gibbs (President), Fiona Phelps (Chair), Penny King (Vice-chair), Camilla Hamilton (Secretary), Elaine Shackleton (Treasurer), Darlincia Ajavon, Julian Brightman, Malcolm Buamah, , Sheila Khullar, Emma Hunter Jones, Linda Magistris, and Lorrie Trotman.

Staff and Parents: Mrs Bicknell (Deputy Head) and 29 parents.

1. President's introduction.

Mrs Gibbs welcomed everyone and handed over to the Chair, Fiona Phelps.

2. Apologies.

There were no apologies.

3. To consider the minutes of the 26th Annual General Meeting held on 6 October 2008.

The minutes of the previous AGM were confirmed.

4. Chair's Report.

The Chair thanked parents for supporting the JPA by attending the AGM and explained that being a parent of a girl at JAGS automatically makes parents part of the JPA, whose main functions are:

- To create a sense of community around the school in ways which will benefit the girls
- To organise social events (for both girls and parents)
- Some fund-raising and the running of the second-hand uniform sales
- And to provide person power for specific events involving the school.

A number of events had been held during the year including the annual **Quiz**. This had been a very lively and enjoyable evening with quiz master, Henry Kelly and had sold out and been attended by 200 parents. Fiona thanked Linda and other members of the committee for decorating the Holst Hall for the quiz and for making it look so beautiful. Fiona also thanked Mrs Bicknell for her help recruiting girls as runners and markers.

In October, the JPA had organised a Barbeque for the Year 11 girls together with Dulwich College. This had been held at the Trevor Bailey Sports Ground and was attended by over 50 pupils from both schools. The idea had been to encourage friendships between the pupils prior to beginning life in the Sixth Form.

In January 2009, the committee hosted a very successful **Drinks party for year 7 parents** attended by over 100 parents. This party is merely social but had been held in the new Dining Room to give parents an opportunity to view the new facilities.

The annual **Year 7 and 8 disco**, organised jointly with parents of Dulwich College boys, was hosted this year by Dulwich College. Tickets were sold out within days and in fact JAGS had to request an additional 13 tickets over and above their allocation. Particular thanks were given to Emma Hunter Jones and Mary Matheson for all their hard work organising this very successful event and to Elaine Shackleton for her on-going support.

We had excellent weather for **Founder's Day** where the JPA has the onerous task of running the Pimms Tent. It is now the tradition for the tent to be run by the new Year 7 parents in addition to the JPA and this is proving to be very successful. Once again we sold out of everything and are now planning to open earlier to maximise on our trade!

Several committee members supported the school by attending the **Information evening for new parents** in September. This is the occasion when the committee tries to recruit Year 7 class reps and focuses on building up the sense of community with the school.

Through running our events, the JPA was holding a small **surplus of funds** and had decided to spend **£6,000** on plumbing in cooled water fountains around the school for the benefit and well-being of the girls.

The Chair thanked parents for supporting our events and the committee members for organising them and thanked Mrs Gibbs and all the staff at JAGS for their unfailing support and encouragement to the committee throughout the year.

5. Treasurer's Report.

Accounts for the year 2008/2009 had been audited and passed by Kevin Barry, assistant Bursar and Elaine Shackleton presented them to the floor.

Elaine reported a profit of £1,685 for the year raised through Uniform Sales (£733 profit) and Founder's Day (£385 profit - marginally down on the previous year since we kept out prices the same as the previous year even though the Pimms cost more and we also bought decorations for the tent and had been more generous with the fruit!). The Quiz Night had returned a profit of £557 which was down on the previous year but reflected the need felt to buy gifts for Henry Kelly and made payments to the girls for being runners and markers. The Year 7 and 8 Disco had been held at Dulwich College so they retained profit for this.

The grant of £6,000 resulted in an overall loss for the period but the JPA still has available funds of £1962.

6. Vote of thanks to the retiring committee members.

Mrs Gibbs expressed a warm and generous thank you to the retiring members: Sade Adewunmi and Oyinkan Ade Ajayi.

7. To accept nominations and vote on membership to the committee.

Mrs Gibbs explained that there were only 2 vacancies available on the Committee as according to the Constitution, the JPA should have 15 members. However she also explained that it was necessary to ensure that there was adequate cover of each year group and therefore asked the floor and the existing JPA Committee, if there were any objections to the JPA being increased to allow **16 members**. There were no objections and so this was passed unanimously.

Sharmistha Law (Year 7), Sue Cellan Jones (Year 7) and Lesley Heming (Year 9) were proposed to join the Committee by Mrs Gibbs and were seconded by Camilla Hamilton. They were elected unopposed.

8. To accept nominations and vote on committee office holders.

Fiona Phelps, Penny King, Elaine Shackleton and Camilla Hamilton all offered to continue in their posts of Chair, Vice-chair, Treasurer and Secretary respectively. They were elected unopposed.

9. To confirm cheque signatories.

There were no changes to be made to cheque signatories.

10. Uniform Sales.

Elaine Shackleton informed parents that the main sales take place in September and June on Saturday mornings. There are also sales every first Friday of the month between 8am and 8.30am, mainly for the girls.

Anyone wishing to sell uniform should download labels from the school website which should be safety-pinned on to each garment. Price guidelines are available on the web site. The JPA takes 10% of the sale value and then reimburses parents in September and June.

Any unsold uniform could either be claimed back by the girl herself at a Friday sale or would be donated for recycling. Elaine warmly invited any parents who would like to help with the sales to contact her via the school website on jpauniform@jags.org.uk.

Mrs Gibbs explained that the school has enforced a stricter policy on hemlines for the dignity of the girls and to reduce embarrassment felt by some teachers. A new uniform will be launched shortly, available through the school or the website, however, the old uniform can still continue to be worn until it needs replacing.

11. AOB.

Clodagh Woodall asked Mrs Gibbs about the schools use of the Internet and email communications. Mrs Gibbs explained that the school was moving towards more email communications, with parents electing one chosen email address for all JAGS mail. Eventually there will be a system whereby each girl will have her own folder on the website and parents will be able to access all mailings, reports, attendance records etc for their particular child.

Mrs Woodall also expressed interest in a news bulletin reminding parents of school events etc that she would like to receive by email.

Emma Hunter Jones asked if parents received new Class Lists after Year 7 but Mrs Gibbs explained that the current policy was to give parents a Class List in Year 7 only. The school may consider compiling email addresses of the classes and giving them to the class reps and individual parents could then ask their own class reps for details. This would all have to wait, however, until the parents had all given their one elected email address for JAGS correspondence.

Sue Cellan Jones asked about the fundraising strategy of the JPA. Mrs Gibbs explained that the JPA existed primarily to provide a social connection between parents and the school - but that it also raised small amounts of money through running these social events. This money was usually earmarked for projects that would benefit the girls themselves but was spent by Committee decision.

Mrs Gibbs also explained that the school has specific fundraising committees that raise money for certain projects (such as the new Community Music Centre) and any parents interested in joining these committees should contact these directly via the school website.

12. Date of next meeting.

The date for the 2010 AGM will be set during the summer term and will be advertised on the school website and on the School Calendar.

Mrs Gibbs then thanked the JPA Committee for their work and the evening concluded with an informal social time and refreshments provided by the school.

Camilla Hamilton
9 October 2009