

BOOSTER GENERAL MEETING MONDAY
7 SEPTEMBER
Monday, 14 September 2015MINUTES

PRESENT

Mr R Crawford, Head of School, Sam Brown, Andy Davies, Michaela Davies, Neil Walsh, Lina Atladottir, Amanda Kaye, Tanja Hetherington, Irina Orlova, Stephania Dalli, Madeleine Juniwik, Gudmundur Benediktsson, Tilla Andersson, Mariska Steenkamer, Christina Meyer, Joanne Payne, Isabelle Piotrowski, Claire Sheasby, Ulrike Boye-Holzer, Melissa Kent, Karla Leithbridge, Cath Thomson, Zoe Martin (Booster Chair), Fiona Ambery (Booster Treasurer), Sean Holt (Booster Secretary).

The meeting opened at 2 pm.

HEAD OF SCHOOL

Mr Crawford opened the meeting by summarising the situation at the start of the school year. Most things had gone smoothly. There had been some small difficulties with the transition from Myschool to Managebac. However he was confident that Managebac will offer a more flexible and comprehensive system particularly useful for the students in High School.

Mr Crawford also announced that he is planning measures to improve communication with MS and HS parents by holding a series of themed meetings with parents during which he will explain and amplify various aspects of school policy and planning giving parents the opportunity to respond and contribute. The first meeting will be with HS parents on Monday 14 September at 9 am.

Mr Crawford also said how much he appreciates the efforts of Boosters. The social activities they organise improve communication between parents, staff, and students and their infrastructure projects, financed from the profits made during social events and other activity, improves the quality of school life for all.

BOOSTER CHAIR

Zoe summarised Booster achievements during the past year, mentioning projects such as the pizza lunches, the T towels, purchase of shading in ES and HS, the provision of benches and seating for HS and MS, the new climbing frame in ES, the Booster web site, and the new school logo and merchandising initiatives. She suggested that the focus for spending in the forthcoming year would be on MS as they had benefited less than the other two branches of the school over the past two years. Equipment for the MS playground was probably the most likely project.

BOOSTER TREASURER

Fiona summarised the financial situation of the Booster Club. They had spent some Euro 25,000 in the last year and raised a similar amount. The Club would start the current year with a credit balance of approximately Euro15,000. With the increase in student numbers we would hope to raise (and spend) a similar amount in the forthcoming year.

BOOSTER SECRETARY

Sean started by summarising, for the benefit of the many new members present, the current lines of communication between parents and the Booster executive committee:

For communication from ExCom to parents we can use;

the Booster website visbooster.com

messages by e mail through Managebac

the notice boards in HS and MS

For communication from parents to ExCom we can use;

the booster e mail address visbooster@gmail.com

the monthly meetings announced on Managebac and through posters.

personal contact between parents and the members of ExCom.

Volunteering.

Sean emphasised that all Booster events and activities are run by parent volunteers. Because of recent changes in the circumstances of two of our hardworking and effective ExCom members the executive committee has been reduced to two members. We urgently need more volunteers to share the load of managing our activities. In particular we need volunteers to take on the following tasks:

FOOD AND DRINK ORDERING AND MANAGEMENT.

Andy Davies has introduced a much more efficient system for stock control and ordering. He however cannot commit to continuing this long term because of his own work commitments. We need a Volunteer to take over this work. The task is not particularly difficult or time consuming. We have a good idea based on past experience what we need for each event and suppliers deliver orders on the day. Any unused stock is stored in the Booster room until the next event.

WEB SITE AND IT.

Zoe set up our Booster web site last year. Unfortunately pressure on her time means that she will not be able to continue to maintain the site. We are planning to use a volunteer from the HS CAS programme to manage the day to day running of the web site but we need a parent to oversee this work.

MERCHANDISING.

We have volunteers who are looking at the possibility of taking over some aspects of this ambitious programme but we need a couple more people to assist and spread the load.

EVENT PHOTOGRAPHY.

Again we hope to enlist the support of a CAS student to take photographs at Booster events, principally for the web site (We already have a student volunteer) but we need a parent to assist and oversee this work.

CAS LIAISON.

With the enthusiastic support of the school and the teacher in charge of the CAS programme, we hope to offer more students in grades 11 and 12 the opportunity to fulfil their CAS obligations by working with the Boosters in the organisation and management of events. We need a parent, preferably one with youngsters in the programme, to manage the interface between Boosters and CAS.

PROJECT MANAGERS.

When Boosters have identified a project, (such as purchasing playground equipment for example) we need someone to make it happen: The volunteer would research and define the requirement, identify potential suppliers, call for tenders, commission and generally supervise the work, confirm that the company selected has delivered the project as agreed and arrange the payments. No specialised knowledge is required, just a bit of time and common sense.

Once a new project has been agreed we will advertise for a project manager through Managebac. Please let us know if you would be interested in this sort of task.

EVENT VOLUNTEERS.

In addition to long term volunteers we need numbers of short term volunteers to assist at the various Booster events. Some events, such as the very popular Halloween party, need over 50 parent volunteers to man the bar and food tables and to run the games. We try and arrange that volunteers are only 'on duty' for an hour or so during the event so that they have the time to socialise with other parents and enjoy the evening with their children.

We instituted a new system last year whereby we circulate a Google form by e mail to all parents on which a parent can volunteer to assist at the event and express a preference for the sort of activity they would prefer and the time slot that would suit them. We will continue this in the coming year. Please watch out for these appeals and respond generously.

COMMENTS FROM THE FLOOR.

HOME PARENTS.

Kristina and Mariska asked if it would be possible to make parents better informed about the Class Parent and Home Parent schemes in ES, MS, and HS. ExCom suggested that they might organise and man a Class/Home parent table at the back to school BBQ.

WELCOMING NEW PARENTS AT THE BBQ.

A parent commented that it would be a good thing if more could be done to welcome new parents at the BBQ and make it easier for them to meet up with parents with children of the same age. The ExCom agreed to provide adhesive labels at the entrance to the BBQ on which parents would be encouraged to write their names and the classes of their children. The labels could then be fixed to clothing as a form of name tag facilitating introductions. (after note- let's provide new parents with a sticker of a different colour to that of the remainder to identify them as such)

The meeting closed at 2-50 pm.

