

## **AGM The Judd School Parents Association 2021**

**Wednesday 22<sup>nd</sup> September**

**7pm via Zoom**

Apologies for absence: None

Attendees (20): Jon Wood (Headteacher), Farah Brooks-Johnson (JPA Chair), Tara Wright (JPA Treasurer), Zoe Andersen (JPA Trustee), Ela Law (JPA Trustee), Abby West (JPA Trustee), Julie Cross (JPA Trustee), Greg Pring (JPA Trustee), Inessa Rusina, Ben Parish, Eleanor Smith, Geoff Turner, H Mundy, Carrie Thompson, Katie Evans, Megan Glover, Paula Freeman and 3 more Judd parents (identities withheld)

The meeting opened at 7pm and was quorate. The Trustees approved the previous AGM minutes and the Trustee meeting minutes from September 14<sup>th</sup> 2021.

### **1. Chair's Report**

Farah gave the following report:

The Judd Christmas Fair in November/December 2020 was held as an online marketplace showcasing local businesses (with some run by alumni, staff families and parents) with an online raffle.

We had often talked about taking the raffle online but had been nervous about losing the paper tickets. Well... we needn't have worried. We raised a fantastic sum and will be repeating the online raffle in November/December 2021 with an online marketplace that may be able to spill over in to real life. We will keep an open mind and be ready to act quickly if we are able to hold a fair in the school room with hot chocolates and some fun stalls and crafts/gifts. If anyone would like to help with the Christmas fair and raffle please do get in touch.

The second hand uniform shop has changed the way it operates, with our Trustees volunteering on Saturday mornings once a month to give a very proactive, personal shopping service to customers. This keeps stock covid safe and has really boosted sales figures. We hope to keep stock levels high this year with more kind donations from families and we should also start to sell some merchandise at shop openings and online (once the new Judd painting is complete, which will hopefully be very soon). Seeing uniform re-used is a very heartening experience. There is so much wear in it and it really does reduce waste and raise a good level of funds while keeping a lid on costs for many families.

Welcoming new families to Judd is a key area for us. Across the last two years we have set up Year Seven chat groups and then encouraged parents to set up house groups that they could self-manage/moderate. There is a lot of cohesion and communication in these groups. The chats run alongside juddparents.co.uk (with a special hidden faq page just for new Y7 parents) as a source of information and advice. We have had some very positive comments from parents about the many months of communication and advice provided by the JPA. Seasoned JPA parents have also learned a thing or two about curriculums and school life while searching out answers for new families. An enriching experience across the board.

We have been delighted to purchase the following items for the school this year:

- Outdoor furniture to go under the new canopy, seating 150 students.
- Cricket scoreboards and hut.
- Programmable robots for Computing.
- Two sets of tennis nets.
- Six football goals.
- Three Visualisers for Design & Technology.
- Fitness equipment for the school gym.
- A new stage piano for Music.

I can, hand on heart, say that we now have absolutely no money left to spend! Which is how it should be... we raise funds to enrich the education of Judd students and build bonds across the community. We don't like sitting on those funds. They should be put to good use as soon as we can and we are grateful to staff for coming forward with requests for new equipment. Please do keep asking. It helps us to have a target to work to and a bit of equipment to visualise when we're planning events (or wheeling a massive trolley around Bookers).

We look forward to raising more funds this year to continue to support the school.

A huge **THANK YOU** to the facilities team, Judd staff, parents/carers, uniform donors, our Trustees and wonderful volunteers. We are looking forward to running more events and making connections across the school community.

## **2. Treasurer's Report**

Tara gave the following report:

Much like the year ended 31 July 2020, a significant amount of our typical fundraising activity was curtailed by the ongoing Covid-19 pandemic. However despite these challenges, the JPA were able to hold a very successful online Christmas raffle which raised over £9,000, several online quizzes (£665) and the second hand uniform shop contributed £4,700. Our net fundraising after related expenditure totalled £13,883.

Our running costs during the year were minimal, however the JPA were very happy to make a Christmas donation to every member of staff in the form of chocolate gifts, as a way of expressing the gratitude of the parent body for all the additional work required to keep the students safe during the pandemic. We also made donations to the School of £10,735 for requested items across all departments (please see details above). The JPA ended the year with a bank balance of £32,063.

The accounts below were agreed and subsequently submitted to the Charity Commission.

<b>THE JUDD SCHOOL PARENTS' ASSOCIATION</b>				
<i>Registered Charity No. 1110321</i>				
<b>RECEIPTS AND PAYMENTS ACCOUNTS From 1 August 2020 - 31 July 2021</b>				
<b>Y / E 2021</b>				<b>2020</b>
<b>Income</b>	<b>Income</b>	<b>Expense</b>	<b>Net</b>	<b>Net</b>
<b>Events and Raffles</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Christmas Craft Fair and raffle	9,372	819	8,553	10,030
Cheese and Wine			0	1,711
Judd v Skinners			0	- 114
Quiz Night	665	300	365	278
Winter Concert			0	105
Jazz café			0	452
Judd open evening			0	-
Battle of the Bands			0	71
Refreshments for other school events			0	203
<b>Sub-Total</b>	<b>10,037</b>	<b>1,119</b>	<b>8,918</b>	<b>12,736</b>
Other Area Fund Raising			0	-
Sale of Second-Hand Uniforms	4,769	279	4,490	2,400
Purchase of Judd merchandise			0	-
Pavillion sales			0	789
Bank Interest			0	10
Easy Fund Raising	474		474	1,008
Other Income including other donations			0	-
<b>Sub-Total</b>	<b>5,244</b>	<b>279</b>	<b>4,965</b>	<b>4,207</b>
<b>Total Income</b>	<b>15,281</b>	<b>1,398</b>	<b>13,883</b>	<b>16,943</b>
<b>Expenditure</b>				
<b>Donations to Judd School</b>				
Donations to School	0	10,736	-10,736	- 15,000
<b>Sub-Total</b>	<b>0</b>		<b>-10,736</b>	<b>- 15,000</b>
<b>Other</b>				
Parentkind Membership		123	-123	- 122
TMBC Lottery Licence			0	-
Bank charges		33	-33	-
Staff xmas gifts (covid)		1,498	-1,498	-
Other			0	- 37
<b>Sub-Total</b>	<b>0</b>	<b>1,654</b>	<b>-1,654</b>	<b>- 159</b>
<b>Total Expenditure</b>		<b>3,051</b>	<b>-12,390</b>	<b>- 15,159</b>
<b>Excess of Income over Expenditure</b>	<b>15,281</b>	<b>3,051</b>	<b>1,493</b>	<b>1,784</b>
Balance on bank accounts brought forward at 1st August 2020			30,570	28,786
<b>Balance on bank accounts carried forward at 31 July 2021</b>			<b>32,063</b>	<b>30,570</b>
<b>Presented by:</b>				
Tara Wright, Treasurer				



### **3. Headteacher's Comments**

Mr Wood made the following comments:

"A huge thankyou to the JPA. We have all had to adapt and change over the last 18 months, not just as parents looking after your children, but in running the JPA. The ingenuity and creativity you have shown in adapting has been phenomenal. The success of the Christmas Fair, in a completely different format, shows that you have the ability to think about things completely differently with great success. The fundraising that the JPA has managed to achieve during these strange times has been fantastic. Thank you for the long list of donations. I'm slightly anxious about the JPA funding big, fabric items, rather than things that are contributing to the fun of learning, but the new outdoor furniture is such a visible, lovely thing to say that the JPA has been able to provide for us, that I was really happy that the donation could be made from the JPA. The work of the JPA is about fundraising and what that enables for the children at the school, but I always also talk about having the JPA there for our community of parents. My wish has always been that the sense of community amongst parents at primary school continues in to secondary school. I think that's one of the good things about the work the JPA does together as a team; the way that you bring all of our parents in to the school community. It's a hugely important part of the work that you do and I'm enormously grateful for it, particularly for parents as they join us. Making the transition to secondary easier for them is a massively important job. Thank you for all that you do."

### **4. Election of Trustees**

The Trustees of The Judd School Parents Association for academic year 2021/22 were elected as follows:

Farah nominated Tara as a Trustee and Treasurer and Abby seconded.

Tara nominated Farah as a Trustee and Chair and Greg seconded.

Greg nominated Ela as a Trustee and Julie seconded.

Julie nominated Abby as a Trustee and Zoe seconded.

Zoe nominated Greg as a Trustee and Ela seconded.

Ela nominated Inessa as a Trustee and Secretary and Farah seconded.

Farah nominated Zoe as a Trustee and Tara seconded.

Tara nominated Julie and Zoe seconded.

All Trustees were elected unanimously.

### **5. AOB**

**H Mundy asked "What is the process for deciding how funds are used?"**

*Farah explained that the Trustees meet around 5 or 6 times a year, with email exchanges in between. It's a two way process. Farah contacts the Judd School Business Manager, Hilary Goldsmith, a few weeks before each meeting to ask staff for bids for equipment/subscriptions. In between those bid periods, there is open communication between the JPA, Mr Wood and Mrs Goldsmith. If an item that the JPA could fund is being discussed, Mr Wood or Mrs Goldsmith will propose it and the Trustees will*

*discuss the bid and approve it or ask more questions about it. When the Trustees decide on a bid's approval, they look at how many bids they have supported for the requesting department in the last two years. They look at how much they have available to spend, how much upcoming fundraising is achievable and most importantly, if the purchase fulfils our charitable purposes. The Trustees are Greg (7 years), Tara (5 years), me (3 years), Zoe, Abby and Julie (1 year) and Inessa has just been voted in. When the AGM invitation goes out next year, anyone interested in becoming a Trustee can respond to the invitation and put themselves forward. If we need new Trustees, especially for specific roles (Chair, Treasurer, Secretary), we will advertise in School Information Bulletins and JPA Newsletters and on our website between AGMs. If anyone would like to get involved, please do contact us. We're always happy to have new volunteers.*

**Carrie asked if putting funds use to the parent body might encourage parent contributions.**

*Farah confirmed that the JPA doesn't open the bid process up to the whole parent body. We don't pick from a shopping list. We balance spending across departments, look at future fundraising and events and the ability we (the Trustees) feel we have to produce money to pay for things. So, it's not a situation where we would say to parents "here's your pick list". It wouldn't show diligent management of the charity's funds.*

*Mr Wood commented that the principal JPA fundraising activities are event driven, for example purchasing a ticket for a fun event or a raffle. There are other ways of parents making contributions to school funds – through the Development Fund and School Fund.*

*Farah outlined that there are different ways to support the school; through the JPA, the School Fund and the Development Fund. They all complement each other. Large projects like a new building or a re-imagining of a whole department isn't something that the JPA gets heavily involved in. We might ask to fund something to do with a club where there's a new big project (like the Gardening club purchases last year – plants and a greenhouse). Different schools have different visualisations for parent association fundraising. Some schools do big number thermometer targets (e.g. working towards 60k for a new library), which is great for them, but that's not our style right now.*

**Ali asked "Is it possible to get involved with the JPA as volunteer rather than a Trustee, and what level of time and commitment would one expect to give as a volunteer?"**

*Farah: Yes, the best way to get involved is to respond to a plea for help. At the moment, we would love to hear from anyone willing to help with the Open Evening Refreshments or the Christmas Fair (including anyone with graphic design/copy editing/decorating skills). There may be a Summer Ball. That will be something that will need volunteers, as well as Spring and Summer concerts and lots of other events. You can write in to the JPA and go on a list of happy helpers or you can respond to specific event requests that go out in the School Information Bulletins.*

**Katie Evans said Thank You from Year Seven parents to the JPA team for showing such a lot of support to the new parents. The information has been so valuable and the team has always been professional and patient.**

*Farah: Being able to allay any fears, calm any night time anxieties or just give parents a space to share the frustration of lost uniform is a pleasure and no trouble at all. There is a lot of information to take in and it is hard to know everything for the morning ahead when children start. Transport, sports, the school day – are hard to navigate on your own. The school admissions team were brilliant – enabling the chat groups to be made and keeping us updated as new joiners confirmed places.*

**Will there be a sixth form welcome evening for parents?**

*Farah: We were able to have a coffee morning for new parents of Year Seven students. We weren't able to do an equivalent for Y12 new parents due to the short amount of time between offers going out, being accepted, and the start of term. The JPA would like to do something for sixth form students. Y12/13 parents please do let us know of any ideas. Thank you to Maggie and Vicky for being proactive about possible sixth form events.*

**H Mundy agreed with the positive comments about the JPA helping Year Seven to settle in but felt uncomfortable when the Year 7 group chat was shut down. They felt that anything that wasn't positive was shut down.**

*Farah: whatsapp groups are tricky. The Y7 group has 233 participants and one evening there were a lot of messages in a short space of time about a possible incident that new parents were concerned about. Some moderately inflammatory wording was used, so the JPA had no choice but to stop the chat until the messages could be reviewed to make sure that there wasn't any misleading advice going out to all parents, albeit with the best of intentions. I hope that everyone feels they can ask anything on there. We have newly clarified guidelines to remind everyone that it's a group to ask a question about practical things. I reserve the right, along with the other admins, to suspend the chat if issues arise. There are smaller chat groups for each House in Year Seven. They might be better to use going forward.*

**Shaan asked "Can lockers be provided for Year 7?"**

*Farah: please pop that request in to the school via form tutors. Lockers and facilities are not something that the JPA is involved with. Form tutors get together regularly and can discuss those types of request.*

*Closing remarks:*

We will be opening the uniform shop in October. Thank you very much to the team and staff. We look forward to reporting back on the Christmas Fair and Raffle. **Parents – please label everything!**

The meeting closed after 59 minutes.

**Useful links:**

Juddparents.co.uk

<https://www.judd.online/about-development-fund>

<https://www.judd.online/school-fund>

