

# The PTP Meeting of January 11, 2011 (Final)

## Minutes of Meeting (MoM)

### **Attendance**

1. Deborah Johnson
2. Sam Egan
3. Paul Moffet
4. Janneke Luyten
5. Louise Foubister
6. Michelle Bergler
7. Farida Salakhedinova
8. Vicki Psiahos
9. Fiona Norton
10. Edomwandagbon IK
11. Ben Ezeh – Reporting

The meeting started at 7.30 pm

### **Opening**

The Chairperson started by wishing all happy New Year.

Paul also delivered Richard's thank you message to the PTP for the activities of 2010, and particularly to Debbie and Fiona for organising the Photo contest that led to a very successful Calendar sales fund raising exercise.

### **Minutes of the previous Meeting**

The Minutes of the previous meeting were adopted as reported.

### **Review of 2010 activities**

The Chairperson reported that the last year's activities were hugely successful. She referenced the;

- The Photo contest that resulted in printed Calendars that were sold. All Calendars were sold out, leading to over B\$800 being realised.
- The Line of Coin fund raising activity was also very successful. Through the activity, over B\$1360 was realised.
- All the Cultural Assemblies organised last year were hugely successful

### **Suggestions on Newsletter Publication**

It will be good to comprehensively report the two fund raising activities conducted last year (line of coins & calendar sales) in the School Newsletter. The exact amounts realised through each of the activities to be reported as well. Suggestions agreed by all. **Action:** Sam to handle. Also to select appropriate photos of both events at **Teraja** and **Rampayoh** and put forward for publishing in the Newsletter.

### **Suggestions on fund utilisation**

- Donate the fund for a humanitarian course through organisations such as the RED CROSS
- Use the fund to support the school by providing more Library resources for the School
- Ask Shell to match the amount realised and then apply the total amount to support the school.
- Some of the funds realised should be used to organise the PTP DISCO activity that is scheduled for 3<sup>rd</sup> term.

All the suggestions were noted and agreement on the how to deploy the funds realised to be reached in future meetings. **Action:** Debbie to keep in view

### **Planned Activities**

#### **Term 2**

- Chinese New Year Assembly is planned for Friday, February 4 – **Action:** Janneke and Mitchell to discuss with Richard and start mobilising the Chinese community for the assembly.
- The Book Day is planned for Friday, February 11 - **Action:** Janneke and Mitchell to discuss with Richard and mobilise other PTP members as required.
- The Panaga School Football Tournament planned for Sunday, March 13 – PTP to be approached if need be. **Action:** Richard to approach PTP if necessary

#### **Term 3**

- International Day is planned for Thursday, April 7. A PTP subcommittee formed to coordinate the organisation. Members are; Fiona, Debbie, and Michelle. **Action:** The subcommittee to meet with Richard and agree (out of many ideas listed below) the scope of what to do on that day. And engage the PTP by next meeting on how the PTP can help.

Find below the ideas already mentioned;

- Assemblies on both sites with the theme on internationalism including a VIP/guest speaker
- A parade of national costumes (all children to bring to school a national food dish to share)

- A variety of entertainment for the Children to enjoy (e.g. Scottish bagpipes; South American dance; African drummers, etc)
- A setup of 'Country Stalls' offering some of the following: country info; foodstuffs; items for sale; traditional games to play; etc
- Classroom activities based on countries around the world
- Choose a Country and celebrate every aspect of the country. Guide the children to investigate the country in detail.
- New BSP MD to speak to the Children on that day as the VIP for the International Day

## Closing

- IK highlighted that he has an engagement every Tuesday up to around 7.30pm. He requested that the meeting be changed to start 7.30pm or he be excused to be 15 minutes late for every meeting. The meeting agreed to shift start time to 7.30p.m. on Tuesdays to accommodate him as he will be standing in as the Secretary whenever Ben is not around.
- Next meeting is Tuesday February 8, 2011 at the Teachers' Room, Teraja at 7.30 p.m. prompt. **Action:** All to mark this date and time in their Diaries