



**INTERNATIONAL SCHOOL OF HELSINGBORG  
PARENTS AND TEACHERS ASSOCIATION  
BOARD MEETING**

**Date of meeting:** Thursday 4<sup>th</sup> of April 2018  
**Commenced:** 5:05 pm  
**Concluded:** 7 pm  
**Venue:** ISH PYP Conference room

**MINUTES OF MEETING**

**1. Opening remarks and Welcome**

The outgoing treasurer welcomed the new Board. The Chair declared the meeting open.

**2. Approval of the agenda**

The agenda was reviewed by prior circulation and approved

**3. Present at the meeting**

Carla Johansen – Principal of PYP  
Sally-Anne Drury – Principal of Kindergarten  
Michael McAneney – Principal of MYP  
Brendon Sidebottom – Outgoing Treasurer and PTA Webmaster  
Yvette Larsson – Teacher representative member  
Delia Aulisio – Parent representative member  
Sajid Hanif Khan – Newly appointed treasurer  
Christina Jellnor – Newly appointed secretary  
Chris Richardson – Newly appointed chair

**4. PTA finances**

The outgoing Treasurer presented detailed information of the PTA finances <sup>(1)</sup>. Petty cash was handed over and accepted by the newly appointed treasurer. Handelsbanken to be informed of the position changes and the PTA account signatories are to be updated asap.

*Responsible Sajid and Brendon*

The mini grants earlier requested for the following projects were approved by the PTA

- PYP 6 Theater group 2000 SEK

- MYP4 Art Exhibition 2000 SEK
- Halloween Disco 2000 SEK
- Spring dance 5000 SEK
- 75 SEK per student for 3 PYP classes (say 150 students).

## 5. Other business – Fund raising

May 26<sup>th</sup> between 11.00-14.00 a fundraising event LOPPIS/ BBQ, including bottle tombola, live music from MYP students, face painting and possibly a silent auction.

“One item” initiative from Yvette Larsson to be combined with the PTA initiative. Item collection to start during April already. Collection will be accepted during the full month of May for both activities and items received will be shared 50% to the donation project and 50% to the Loppis.

**Unsold items will be donated to Yvette’s donation project after the event.**

### **Action points:**

Storage area will be found at PYP for storage of donated items.

*Responsible Carla*

Tents will be used but a base to secure the tents to the ground is needed.

*Responsible Sally-Ann and Delia*

It was decided to investigate the possibility of PTA obtaining a SWISH facility.

*Responsible Sagid, Brendon and Chris*

Parents will be approached to participate with donations of goods and time.

Volunteers will be needed. Contact information. *Responsible Delia*

Pricing will be done. *Responsible Chris and Yvette*

CAS hours may possibly be used by MYP students for live music and participation. *Responsible Michael*

Graphics communication such as banners, posters, flyers etc. *Responsible Delia*

Promoting PTA will be done during the fundraising event. *Responsible PTA board*

## 6. Next meeting

The next meeting will be held on the 25<sup>th</sup> of April at 5pm

To be discussed at the meeting:

- Preliminary calendar for next academic year
- Date for the Welcome BBQ event
- Morning coffee

## **7. Meeting Closure**

The meeting was declared closed at 7pm

Attachments:

(1) Budget spreadsheet