

Head Teacher: Mr J Swift

# Micklem Primary School

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*learning, achieving, working together*



## PTA Meeting Agenda

Date / Time	Thursday 8th November
Location	
Attendees	Sarah Varney Jo Moriarty Danielle Noble Karen Celik Susan Willington Kim Pynaert
<b>Objective</b>	
PTA AGM	
<b>Schedule</b>	
2:00 - 2:05	Welcome - Sarah Varney
2:05 - 2:10	Success and achievements of the previous year
2:10 - 2:15	Outstanding business from the previous year
2:20- 2:25	committee members stepping down
2:25 - 2:30	committee members to be elected
2:45 -3:30	Any other business
<b>next meeting Events for next year.</b>	
<b>Roles / Responsibilities</b>	
Set Up	Susan & Jo
Refreshments	Susan & Jo
Minutes	Susan

**Be Kind. Show Respect. Aim High.**



**Artsmark**  
**Silver Award**  
Awarded by Arts  
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