



**Copley School Association – Registered Charity Number 1099817
CSA Meeting**



Wednesday 6th March 2019

Title	Notes	Actioned
<p>Present</p> <p>Apologies</p>	<p>Chair: Mrs Crayton (EC) Minutes: Mrs Helen Case (HC), Mrs Zoe Ryder (ZR), Mrs Andrea Law (AL), Mrs Lisa Glossop (LG), Miss Donna Powell-Pires (DP-P), Mr Dan Endicott (DE) and Mrs Becky Pebbles (BP)</p> <p>Mrs Becky Brown (BB),</p>	
<p>Welcome</p> <p>Previous Meeting Actions</p>	<p>EC welcomed all to the meeting. All attendees agreed previous meeting minutes to be a true record.</p> <p>All actions from previous meeting held on 23rd January 2019 were completed.</p>	
<p>Ongoing Fundraising Activities</p>	<p>HC updated meeting on planned activities.</p> <p><u>Mother's Day Gift Shop</u> Mothers Day Gift Shop is to be held on Thursday 28th March during lunch time break. HC showed proposed flyer, all agreed on the format. Children are invited to bring donations to school for this event, preferably no glass and definitely no alcohol. Tickets to go on sale at £2.50 on Friday 8th March via Parent Pay, deadline for ticket sales Friday 22nd March.</p> <p>Action 1 – HC to send out helpers' request note and finalise helpers for the donation sort through day and the gift shop itself. Action 2 – Office to advertise the event via Parent Pay 08.03.19. Action 3 – EC to advertise through newsletter, twitter and assembly. Action 4 – LG to advertise through FaceBook, requesting chocolate and teddy bears. Action 5 – HC to liase with Mrs Roebuck regarding gift paper. HC confirmed she has sorted 100 plain white gift tags and decorative Mother's Day stickers for the children to write their Mother's Day message on the day. Action 6 – Sort through day 25.03.19. Volunteers are tbc. Action 7 – ZR& AL to produce donation letters for CSA members to go to local businesses. Action 8 – ZR Morrisons, HC Sainsburys Local, DE Shire Stores, BP M&S, LG Aldi, Lidl & Asda and DPP Tesco.</p> <p><u>Match Box Cram</u> Following the Match Box Cram sponsorship event during half-term, all entries have been submitted. It was agreed by all to extend the fundraising/completion until Monday 11th March.</p> <p>Action 9 – EC to mention in school newsletter and assembly new competition date. Action 10 - DPP & BP to count sponsorship money and identify class winners. Action 11 – EC to sort checking of class winning entries. Action 12 – DPP to liaise with HC regarding prizes. Action 13 – Miss P to choose design winner. Action 14 – HC to source prizes.</p> <p><u>Textile Recycling Collection - Beaumont Recycling</u> Very successful event, thank you to all that donated, we are pleased to confirm that the money raised for CSA was £64.20 and £21.40 will be donated to Starlight charity. It was agreed that as this was a success, to hold this event again on Tuesday 11th June 2019 after the half-term break.</p> <p><u>Coppers for Copley</u> Action 15 – EC to remind in school newsletter that this is an ongoing fundraising event until Easter.</p>	<p>HC OFFICE EC LG HC</p> <p>COMPLETED ZR HC DE BP LG DPP</p> <p>EC DPP & BP EC DPP MISS P HC</p> <p>EC</p>

	<p><u>Charity Giving</u> DE suggested ways that the CSA should be advertising the charities that our school support and the donations given. EC confirmed that this information is shared through newsletters but agreed to finding other solutions to a more visual approach. After several suggestions it was agreed that CSA would look into purchasing a corkboard/tiles. LG suggested putting this up the school entrance/reception area. EC agreed if space permitted this would be approved. Action 16 – EC to discuss with Steve re feasibility of notice board and requirements.</p> <p><u>CSA Donation Chart</u> BP suggested having a visual notice for parents/carers to see how much has been raised/needed to achieving the targets.</p> <p><u>Interactive Whiteboards</u> CSA are aiming to raise funds to help purchase interactive whiteboards for all the classrooms. Action 17 – EC to speak with Mrs Martin from Orchard Infant School regarding their whiteboards and look into prices. Action 18 – EC to mention on school newsletter if any parents/carers can help with the purchase of the whiteboards through their work.</p> <p><u>Treasure Hunt</u> It was agreed to go ahead with BP idea to hold a treasure hunt event over a period of time during May. This is to be an active event where children will be provided questions around and about Sprotbrough village. This event will be open to siblings and friends and will go through Partent Pay. Action 19 – all CSA meeting attendees to do at least 4 questions each and submit them via e-mail to BP before the next meeting. Action 20 – HC To forward BP email to attendees. Action 21– BP to sort through all the questions and bring them to the next CSA meeting. Action 22 – HC to forward BP an example treasure hunt for reference.</p> <p><u>Bingo Night</u> To be held on Thursday 11th April. Action 23– HC to check and source new bingo cards if required and source prizes. Action 24 – HC to sort out flyer to go out via parentpay and send to the office nearer the time. Action 25 – office to send flyer out w/c 01/04/19. Action 26 – EC to advertise on the newsletter/twitter Action 27 – office to send out ParentPay reminder <u>Tues 9th April.</u> Action 28 – AL to help</p> <p><u>Year 6 Graduation</u> HC has confirmed she has booked the Hog Roast and they have held their price from last year. It was agreed to look into a new complimentary memorabilia/keepsake idea. LG suggested a photobooth, DE said he knew someone who did this and would look into it. Action 29 – LG to liaise with DE regarding the photobooth.</p> <p><u>Parking at School</u> Follow discussions concerning a “near miss ” and other concerns about cars not giving pedestrians the right of way on the pavement that runs along the country club car park- this is to be raised on the newsletter. Action 30 - EC to mention on school newsletter</p>	<p>EC</p> <p>EC</p> <p>EC</p> <p>ALL HC BP HC</p> <p>HC HC</p> <p>OFFICE EC OFFICE AL</p> <p>LG</p> <p>EC</p>
	<p><u>Available CSA Funds</u> BB requires a signature from EC regarding Bank Paper work so that CSA bank statements can be forwarded on to her.</p>	<p>EC</p>
<p>Next Meeting</p>	<p>Next meeting to be held Wednesday 10th April 2019 2.00pm-3.30pm.</p>	