



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



Wednesday 23rd January 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), Mrs Becky Brown (BB), and Mrs Becky Peebles (BP)</p> <p>Mr Dan Endicott (DE)</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 9th January 2019 were completed.</p>	
<p>Ongoing Fundraising Activities</p>	<p>HC updated meeting on planned activities.</p> <p><u>Christmas Fair</u> Nothing else to add other than it was a success!</p> <p><u>Snowman Drive.</u> The event went really well. Next time we will use plastic cups for the dice as some children were not sharing the dice correctly.</p> <p><u>Textile Recycling Collection - Beaumont Recycling</u> Action 1 – EC to write advert for Copley Newsletter and again over half-term, and to put on ParentPay and twitter the week before half-term, reminding that the date is the 1st Monday back to school after half-term (25.02.19). Action 2 – LG to advertise via Facebook Action 3 – HC & ZR to marshall the gates Action 4 - HC to pull together a flyer and forward to EC for ParentPay and newsletters.</p> <p><u>Fathers Day</u> CSA all in agreement that the Father’s Day Card and Coaster initiative is to go ahead. Action 5 – HC to provide sample of Card and Coaster. Action 6 – EC to promote this idea in assembly to pupils</p> <p><u>Bingo Night</u> CSA all in agreement that this will take place on Thursday 11th April 2019. Action 7 – EC to promote this in event Action 8 – AL agreed to help out on this night Action 9 - HC to produce flyer nearer the time and forward to EC to go out on parentpay and newsletters. Action 10 - HC to source prizes. Action 11 – Office “Tickets” to be sold through ParentPay. Once again no need for physical tickets, just a list of attendees for teachers and CSA to produced from ParentPay.</p> <p><u>Non-uniform Day for Mother’s Day Gift Shop Donations</u> On Thursday 28th March 2019 will be Mother’s Day gift shop in school. CSA helpers to be there on the day and to go through donations on Monday 25th March 2019. Action 12 – EC & HC to check letters etc. Action 13 - EC/HC to check if a non uniform donation day took place last year. Action 14 - HC to produce flyer and forward to EC for ParentPay and newsletters nearer the time.</p>	<p>EC</p> <p>LG HC/ZR HC/EC</p> <p>HC EC</p> <p>EC AL HC</p> <p>HC Office</p> <p>EC/HC EC/HC EC/HC</p>

	<p>Action 15 - ZR/HC to check stock items to assess need to ask local businesses for donations. Action 16 - Wrapping paper and gift tags to sort. Action HC/ZR</p> <p><u>CSA Funding – Smart Screens</u> CSA voted and all agreed to fund £3000 towards laptops. CSA are now looking to raise funds for Smart Screens. CSA suggested that this could be promoted via a video so parents/carers are aware what smart screens are/do. Action 17 – EC to speak to manufacturer re video Action 18 – EC to provide LG with model number of smart screen Action 19 - EC to advertise this through the newsletter and twitter. Action 20 – BB to drop in the money for the laptops to EC asap</p> <p><u>Eco-Bricks</u> After much discussion this idea isn't viable and won't be going ahead at this time. Action 21 - EC suggested that as this is a good idea to pass this information on to Miss Walker and the Eco-council.</p> <p><u>Match-Box idea</u> CSA members all agreed to do Match-box idea for February half-term. It was agreed that all children will receive a match-box w/c 04.02.19 to bring back to school after half-term, crammed with as many items as possible and/or decorate the match-boxes. It was agreed to add 'gift aid' to sponsorship form and to look into how to set it up. Action 22 – HC to order match-boxes and source prizes. Action 23 – EC/admin to distribute letters and match-boxes w/c 04.02.19 Action 24 – LG to advertise on Facebook Action 25 - HC to produce letter/sponsor form to go out with matchboxes w/c 4/2/19.</p> <p><u>Awards for All</u> After a long and in depth discussion it was agreed by all present that due to time, resources and safeguarding issues we will not be pursuing this idea further. CSA members felt that it was important to convey our thanks to MM, but to explain to him that in particular the requirement of Awards for All for the final facility to be a community resource would be difficult to fulfil, especially where safeguarding was concerned. Those present at the meeting were concerned that DE was thanked for bringing this grant process to the attention of the group and it was decided to look at the pond area separately as a much smaller undertaking (purely for the school) to provide a low maintenance tidy up of the area with some seating etc.. Action 26 - EC agreed to speak to DE outside the meeting to update him on the discussion that had taken place. Action 27 – LG mentioned she would look into grants that are available for this type of project.</p> <p><u>Upcoming Sponsorship Event</u> Sponsored Skip/Jump/bounce – Maybe a possibility for May/June Many ideas were discussed including a sponsored skip/bounce - maybe for May/June. A treasure hunt around the village to be completed over a holiday period was also suggested and may be revisited as a "pay to enter" event when the weather is better.</p> <p><u>Christmas Card Initiative</u> Design a tote bag would be emphasised/ publicised better but we would still offer cards/mugs/tags etc..</p>	<p>ZR/HC ZR/HC</p> <p>EC EC EC BB</p> <p>EC</p> <p>HC EC/Admin LG HC</p> <p>EC</p> <p>LG</p>
	<p><u>Available CSA Funds</u> As discussed above</p>	
<p>Next Meeting</p>	<p>Next meeting to be held Wednesday 6th March 2019 2.00pm-3.30pm 2019.</p>	