**MPSA Meeting Minutes – Friday 23 April 2021**

**Attending: Nicole, Alix, Cathryn, Helena, Daniela, Bridget, Rachel**

1. **Activities Since February Half-term**

* **Tea towels** – continued selling for Mother’s Day (14 March)
  + Do we know how many are left? No. Not many sold since Xmas. Needs promoting intermitantly.
* **Comic relief (19 March 2021) – thank you Cathryn!**
  + Seemed like a success – the children enjoyed the soakings – raised just over **£500 for Comic Relief** between noses and jokes
  + Great photographs and videos taken – massive thank you to **Martin Rickett** – and thank you to **Kelly** for support and photo taking on the day. Can I thank the staff who took part and governors also please – Mr C
  + What’s the status of the joke book/PDF for the children who entered **Cathryn will look into this.**
* **Easter events – thank you Bridget (and Simon) and Rachel!**
  + **Guess the number of sweets in the jar** – went down well – raised **just under £60 for the school**
  + **Bunny Trail** – very popular – heard lots of positive comments and suggestions that it would be good to have it again next year – **We raised £18.55. £2.50 profit! Cathryn to announce winners on FB and Tina will email parents on Monday to thank them.**

1. **Options for the Summer Term:**

* **Quiz for parents/grandparents/carers via Zoom *[Alix, Kelly & Nicole]***
  + This has been organised (**thank you to Nicole, Alix and Kelly!**) for **Friday 7 May at 19:30 for 19via Zoom**
  + Announcing – **letter to the school/post on FB on Monday**.
  + How do you enter and how much for entry? **£2 person via bank. Via Zoom.** Teams can then meet in person or communicate via facetime etc.
  + We have prizes TBC that money cant buy!!!
  + Thanks to Kelly, Alix and Nicole
* **Virtual balloon race *[Rachel & Bridgetl; research-based info provided previously]***
  + Online balloon race providers – approx. £36 to sign up; £3 per balloon and friends/family could be invited to join.
  + Race could begin at school and continue for a period of time (eg, a week) – possibly in **June**
  + Promote through slide pack in school/on FB and a countdown on FB.
  + We could involve local businesses
  + We would need to work out how to identify winners, how much to charge for entry and how much profit might be achievable – **Rachel and Bridget to discuss.**
* **Individual class events**
  + Is this now something we can look into or is the situation still a little too unstable? I think this is something we should perhaps leave this term.
* **Anything else to add? Class 5H need a treat for their raffle selling efforts.**
* **Sports Day format…Are MPSA required to support in any way?**

1. **Year 6 Leavers:**

* **Year Books** – **Krystyna** has confirmed that she and **Martin** are happy to help again this year.
  + **Krystyna** is going to look for options for a year book with similar format to last year, main difference being each child will have a single landscape A4 page – and so will provide their profile on an A5 templated sheet in portrait format (Krystyna is going to work on a template and guidelines for the kids) that will be presented alongside their picture (again A5 portrait)
  + We agreed that the yearbooks would need to be ready no later than a week before the end of term – once we have options we can agree clearer timelines
  + Some questions to consider – could someone familiar with this Year 6 cohort look for pictures available on FB; **Cathryn will do this…and will ask parents to send pics in via FB once letter announcing this has gone out.** Do you think we can re-use all relevant teacher profiles?
  + Once we have an idea on price, we will need to discuss how payment will be divided (ie, MPSA [maybe about £300] versus parents [maybe half] versus fundraising by the children [similar to enterprise project – important element])- **This can be decided when we have an idea of the cost from Krystyna** Do we have any idea about the costs with the new smaller format? I will speak to Y6 about enterprise. Do you think you could put a letter together for parents to outline the book and a possibly £10 donation, I could then send this out from school?
  + **Leaver’s Disco** – **Leavers disco can be done we will need to cross reference dates**
* **Helena to talk to Mr C to suggest possibility of Bubble discos to Mr C as proposed by Nicole.**
  + If feasible, we would need to contact Pete Deane to establish possible dates.
  + Leavers disco can be done we will need to cross reference dates.
  + I believe we provided lollies last year for the leavers and they used the BBQ
  + We have ideas for end of term but they will depend on the rules at that time and they are to be reviewed twice by then I think.

1. **Website Content:**

* Text for the main page – **Helena** has sent the first draft to the committee to review.
* **Can committee have a look through this please and let H know our thoughts. Thank you to Helena!**
* **Cathryn** to provide additional items to be included (eg, flyer and fundraising totals from FB)
* **Helena** to forward meeting minutes from AGM and MPSA meetings along with text, once final, to Mr Cotterill.

1. **Admin Activities:**

* **Parentkind**
  + **Nicole** has added **Helena and Bridget** as members. **We are insured through them. We also have to submit a report to the Charities Commision annually. Nicole has done this. Parentkind is worth a look at. Its resources could do with having a look through as it may prove very useful.**
  + **Kelly happy to look through rewriting our constitution to make it more relevant and ensure we are covering ourselves in terms of governance. Rachel to assist. Use Parentkind version and make it fit around our needs.**
* **Easyfunding** – **Helena** still to action
* **Distribution list update** – **Helena** still to action
  + **Helena** to e-mail the current list and saying if we haven’t had a reply by a certain date, we will remove from list – we can include in that e-mail that, if they want to be included in the WhatsApp group, they should provide their mobile number?
  + **Helena** to draft an e-mail/letter that can be sent out to/home to all parents.
  + **Helena** to put a post on Facebook asking parents to e-mail the MPSA if they want to be added
* **Email ‘training’ session**
  + **Helena** still to go through the MPSA e-mail account with **Bridget, Kelly and Rachel**

1. **Any other business:**

**Either Kelly, Nicole or Alix need access to MPSA emails for quiz night. Helena to give all 3 access**

* **Woods opp Nicoles house- College Wood- to be developed. Friends of the wood will set up and it will be taken care of by group and council. They would like MP school to assist.**
* **ECO bricks community collection hub idea suggested by Alix**
* **Schools Ball: Potential to hold ball 1st week Oct. Toft needs to be informed of a decision soon. General feeling of committee of reluctance to presue due to uncertainty with regard to a 3rd wave. Cathryn to share this with Ball committee.**
* **Next Meeting: 1:15pm on Friday 11th June on Zoom**