**MPSA Meeting – Friday 25 September 2020**

Attendees: Bridget Wall (BW), Cathryn Walley (CW), Daniela Kortusova (DK), Nicole Malloy (NM) and Helena Renshaw (HR)

1. **What can be done in the short term…**
* **Reception welcome**
	+ Cathryn is working on a flyer to be given to reception parents and posted on the MPSA FB page – when will this be ready to send out/post? **CW** shared the flyer – it looked great and just needed a couple of additions - this will be posted on the FB page, **CW** will provide approximately 60 colour copies to school to be sent home with nursery and reception parents, **please can the school print out black and white versions to put in book bags for Years 1 to 6?**
	+ Is there any way that we can communicate with the Reception parents, as we would normally (eg, a video? Maybe via the school website?)
		- *We can add a tab on the website for MPSA, I think we would have to manage it but we can do that if that helps.*
		- Agreed that a tab on the website would be very useful – **please can this be implemented** – the flyer can be added here too.
	+ Is there anything else that we could do to help this cohort feel engaged with the school community?
		- *I am a bit stuck on this from an MPSA point- we created videos for new children and parents that went down well. They were on the website. It was not as straight forward as you would imagine!*
		- We agreed that a video might be good to reintroduce the MPSA once things start to return to normal (hopefully Q1/2 of 2021)
* **Christmas Cards**
	+ Is there any reason why these can’t go ahead as normal?
		- *No, we can defo do this*
	+ We have used IQ cards previously – any reason why we shouldn’t use these again? Agreed that IQ should be used again.
	+ Who would like to be responsible for co-ordinating these with school?
		- *I will ask a teacher and have one in mind so if you can let me know the SP I will liaise for you.*
		- **HR** to contact Suzanne Gregory (**SG**) to ask whether she would be willing to support this or provide guidance. **Update** – **SG** will organise and provide instructions for future use; **DK** to support and take note of the process.
* **Tea towels**
	+ I believe we agreed that these could go ahead as planned earlier this year – please confirm that this is still the case.
		- *I am happy for this to happen*
	+ Is Alix still happy/available to coordinate this with the school?
		- Alix Shepherd (**AS**) has contacted the company and confirmed she will contact Simon Cotterill (**SC**) to progress this activity
	+ What is the best way of organising this under the current circumstances?
		- *I think we need to ascertain what needs doing and by when and then if I can catch up with someone about it. They can pop into school , (mask, temp check etc)* See above re **AS**.
* **What else can we do?**
	+ Is there any way that a disco or a film night could be run with teacher volunteers rather than MPSA volunteers? Maybe in class bubbles?
		- *This is not going to be easy, I think for now we need to leave this for now. It just needs case to rise and people will start to get twitchy. Sorry*
	+ Are there any activities normally associated with the Christmas Fair that are feasible?
		- *I don’t think a Christmas fair of any time will be able to go ahead on the school grounds. Again, sorry*
		- We propose that, while a Christmas Fair is not possible, some elements might be achievable in a more remote way:
			1. **Santa gifts** – the MPSA could fund gifts from Santa (whether any form of Grotto would be possible would be up to the school), wrap them and return to the school with enough time for them to be quarantined ahead of them being handed out. To facilitate this, **would it be possible for an MPSA committee member to come on school premises to check what books are left from last year?**. This would be at no cost to parents or the school.
			2. **Christmas raffle** – this could be run remotely – with the primary ball looking unlikely, there would be more opportunity to approach local businesses for raffle prizes; **perhaps the teachers could provide hamper items again to be included as prizes**; and pictures of prizes could be shared with tickets sent home ahead of time for purchasing. We also thought that this was something we could request match funding for.
	+ Is there any format that would work for online craft activities/scavenger hunts/quizzes, etc?
		- We propose a quiz for parents on the basis that this could then be run via Zoom – **CW** would be happy to organise this. We understand that no online activities can be run for the children at this time.
	+ Any other ideas (The Big PTA Quiz [downloadable info from PTA Expert by Parentknd]; Spooky Spoon [buy spoon from MPSA, decorate, prize for best entry]; Smartie Tubes [give one to each child; fill with coins; class with most money raised wins])
		- *I think with cards and tea towels, we cant really ask for more craft things imo.*
		- We agree that these are sufficient within school. We propose running 1 or 2 competitions for the children that they can complete at home and send in to be judged at school (eg, photography competition [maybe photos of Knutsford landmarks, with others having to guess location], creative competition [eg, firework scene or Christmas scene – in a medium of their choosing]). We would not anticipate charging for these competitions at this time; MPSA would provide prizes.
	+ Has anyone had a chance to look at the Easyfunding information (sent in March…but I know people have been a little…distracted since then)? Would this be something to set up now?
		- We agreed that it would be worth setting this up and sending information out about it as it would be a way of raising money and we would not lose anything by having it in place. It will obviously not suit everyone but it might work for some. **HR** to set this up.
	+ Is there any value to considering options for 2021 at this stage?
		- *I think briefly, I don’t see much changing until a vaccine is in place, (just my opinion, not official breaking news!)*
		- We agreed – however, we propose pencilling in the idea of Year books again and will liaise with **Martin Rickett and Krystyna Rudzki** in the Spring Term to establish a better process for these to be produced.
1. **Outdoor play area plans…**
* As a committee we have agreed to commit to providing a financial contribution to the OPAL outdoor play area project.
	+ Current suggestions are £4,500 (initial cost for OPAL) or £5,000 (a contribution towards the venture – can we agree on an amount?
		- *We are arranging our first meetings in school in the next few weeks, it should be very exciting.*
		- **We have agreed to an initial commitment of £4,500 from the MPSA to fund the initial cost of OPAL (all committee voted in agreement).** We also propose that all proceeds from the Christmas raffle be used as an additional contribution to OPAL – we would like to advertise this ahead of time so that the parents know what their raffle money is going towards.
	+ Would we use funds already raised or use this as a fundraising target?
		- *Maybe a bit of both?* See above.
	+ Either way – is it worth announcing this venture and our commitment to help fund it on the FB page?
		- *YES – we will be using social media along with OPAL quite soon so it makes sense.*
		- We plan to announce our initial contribution and, as mentioned above, advertise the Christmas raffle as being a venture to raise funds for OPAL.
	+ We need to identify a good fit to be the parent voice on the working group…
		- We have identified **Rachel Newitt** and **BW** as the parent representatives on the OPAL working group.
1. **MPSA AGM**
* What date works for school and committee for the AGM?
	+ We agreed that after school was better because it allowed more working parents to attend – is 5:30pm still appropriate?
		- *My days/timetable is all over the place at the moment. Sorry. I can input and try but I might not make remote meetings*
		- The MPSA committee confirmed availability on Fridays at 15:45 (9th and 16th October) and Tuesdays at 09:00 (13th and 20th October). Once the date is agreed, **CW** will advertise this on FB making it clear that all roles will be up for nomination (although current committee members are happy to put themselves forward again) but that we have a vacancy, if anyone is interested (Vice Chairperson). **Update** – **SC** confirmed availability at 15:45 on Friday 9 October.
	+ Is Zoom the best medium for this? Agreed.
	+ Obviously, all committee positions are up for vote but we know we have a vacancy for Vice Chairperson – Cathryn suggested specifically mentioning that on the FB post when the date is announced – is everyone in agreement? See above – this will be made clear in FB post.
	+ Before Summer, all other positions were happy to be put forward again for their current roles – is this still the case? All committee members (**BW, CW, DK, NM and HR**) intend to put themselves forward for their existing roles for the 2020/2021 school year.
	+ We propose the following agenda – **please confirm that this is OK**:
		- Welcome from Headmaster (**SC**; including identifying purpose of meeting);
		- Chairperson report (**HR**);
		- Treasurer report (**NM**);
		- Election of 2020-21 Committee;
		- Proposals for Investment;
		- Any Other Business;
		- Close
1. **Any Other Business?**
* *I think we need to try and tick things over with in school events a couple each term to keep the profile high and the value for parents. What we are definitely going to struggle with is parent engagement as we cannot hold events with adults. Just children. We can use video, social media to share and we are already doing so. The key is to keep the profile up and include the children. The cards and tea towels are perfect.*
* We have a request from a parent to provide **additional balls for outdoor play**. Specifically, their daughter is enjoying Basketball as part of Rising Stars but during Year 5/6 use of the MUGA there are only 2 balls available and both are used for football. **Could additional balls be purchased and/or balls be specifically allocated for Basketball use.** The MPSA would be happy to fund the purchase of basketballs and pumps, if acceptable to the school.