

Minutes CSA Annual General Meeting 3/2/23

Read along with CSA powerpoint slides.

Present:

Committee members:

CSA Co-Chairs: Jenny Day and Nicola Hanley

CSA Treasurer: Carole Wright

CSA Co-Secretaries: Kathryn Rocha and Hannah Kirwan

Louise Wild (cake sale co-ordinator), Amelia Shepard, Ana Zabala-Wynne, Lizzie Macson, Jon Dutton

Parents - Lee, Mathew Davis, Rebecca Smith, Donna,

Governors - Helen Samuel, Alison Beardon, Maurice Press, Jo Kitson, Beverly.

School – Sophie Macartney, Assistant Head, Sarah Wooldridge, School Bursar.

Agenda:

- Welcome – Co-chairs & Ms Macartney
- CSA Mission & Team
- Recent Achievements
- Future Events and Projects
- Financial Update
- How can you help?
- Elections
- AOB & Questions

Aims of the CSA

- Build on the incredible work of the previous & current teams
- From AGM March 22:
 1. Enhance the *learning experiences* of our children by raising as much *money* for the school as possible!
 2. Increase *engagement & participation* throughout the school community (Both with parents AND teachers)
 3. Improve *communication* between the CSA, school and parents
 4. Make it *fun*! Host events and collaborate with a *positive* approach

(Note that this year a target has not been set to reflect the cost of living crisis and to keep inclusivity as main priority – focusing on community and increased participation - with reduced prices, free tickets etc)

CSA Team.

A reminder that every parent and teacher of Collis is automatically a CSA member and everyone is invited to actively participate.

(Reference to slides) A list of all members and structure of committee.

The CSA aiming for representation across all year groups, this has been achieved this year, and increased representation from Dads / Male caregivers, which is improving.

*Want to continue to improve: EVERYONE to be involved.

*Want to encourage people stepping forward with ideas but then also owning and executing them (I.e. Swish event, see below)

Summary of events and money made.

New event: Swish, suggested and then conceived and run by non-committee members. Made some money but significant as a successful community event and will hopefully be repeated.

Collis CSA Sway newsletter is a new way of communicating with parents, has been largely well received. School newsletters now also switched to this format.

Looking at introducing some 'Dad' events. Nicola in contact with a Dad who is interested in being involved with this.

Infant film night worked well this year with just Reception & Yr1.

Nursery teachers had advised nursery children were too young and Yr2 will be included in the Disco instead. Infant parents (non-committee) took lead on running the film night which was appreciated.

May do more Wish Lists for school as Amazon book wish list was a great success.

(Reference to slides)

New Ways of Working

Green – now doing

Amber – starting to do this

Red – need to do

Amber & Red items; Social Media & website – have people currently looking at these areas.

Needs to also be a focus on the Nature Garden.

Great efforts have been made with engagement – CSA presence at Curriculum meetings across year groups and on the Zoom introduction to Collis for new Nursery joiners, plus CSA flyers in the Nursery joiner packs.

So far there has been minimal new involvement.

Future Events and Dates

Need to have a rethink on "Book Your Babysitter" Events for parents in terms of what would appeal, acceptable cost, accessible days etc.

- market research via parent survey about what events parents would like and on what day (could include in the school survey)
- Discussion about Collis Live and why tickets did not sell, try and do it another time – maybe outside of school, different day etc.

Clubs are very important to the school budget but mean the use of the halls is limited for CSA events and set up.

Suggestion to look at taking it out of school – would require a free venue and possibility of a dry hire to make this viable. Agreed that another school or ordinary church hall might not be an attractive enough prospect though.

Specific to Collis Live event; discussion of more interactive marketing – with sound bites for example – to sell the quality of the event and encourage people by giving more knowledge of what is on offer. Need to combat the ‘school hall, amateur bands’ perception.

Other Fundraisers

- *Sports day tuck shop – soft drinks for adults; set up stall or circulating.

- *Make BOP QR codes for donations visible at all events / opportunities.

- *More work required on making workplace volunteer hours or donation matching more visible to all working parents.

Discussion on asking Dexters (as sponsors) to advertise CSA events via locally placed sale boards but believed this is no longer acceptable practice. To be checked when re-affirming sponsorship.

AGM Business

Accounts shared and APPROVED

Elections

New Co-Secretaries: Kathryn Rocha & Hannah Kirwan, ELECTED & APPROVED

New Assistant Treasurer: Ana Zabala-Wynne, ELECTED & APPROVED

All Other Officers & Committee Members RE-ELECTED & APPROVED

Roles that need to be filled shared.

Second Hand Uniform Co-ordinator – Ana Zabala-Wynne volunteered

Cake Sale Co-ordinator (to start school term Sept 2023)

Co-secretary (to start school term Sept 2023)

CSA Chair(s) (for school term Sept 2023, to start Jan 2024)