

# Sesa AGM

15<sup>th</sup> October 2019

Attending

Rachel Wilkins

Ciara Shaw

Cat Bowley

Sam Jones

Ellen Stevens

Nicky

Jen Lockie

Anna Herzberg

Tor

Tom Currie

Tina Farr

Andrew Billen

Apologies: Ossie Mosley

- Introductions
- Minutes from 2018 AGM meeting – all actions completed other than review of SESA constitution (action)
- Chairs report:
  - Quiz night major fundraiser.
  - Christmas cards/celebration cards: will do again this coming year
  - Summer Fete – this year to be earlier in June. Date agreed. Less compared to last year due to no estate agency sponsorship or major donations of food/drink as in 2018.
  - SESA reps – numbers are too low at the moment. In the coming year it would be good to get these numbers up.
  - Ticket sales at school gates made harder by low numbers on committee/reps. Printing tickets solution/online sales would be good too.
  - Direct delivery services for supplies for future events direct to school premises would be sensible instead of Bookers trips.

Class Reps: Whatsapp groups administrators could take on tasks like tickets, communications.

Could go for Classlist this year – make a plan with Tina. Have an event that is via Classlist only access for example. Have sign up at events or at table at school gates.

### **Financial report:**

Library system – some more payment agreed for coming year

Knowledge exchange – year 6 parents e.g. Noellie, Ossie, Phil Doubtfire, also can call on Rachel and Cat even though have left committee now.

EasyFundraising could be an easy win so would be wise to promote more widely this year. Reminders via Parentmail, flyers etc.

Admin for this to be handed over from Rachel to Anna.

SESA page on website needs updating. SESA to provide updated text to Tina for publication.

### **School updates on funding required from St Ebbes**

(See also notes from last SESA meeting in September)

Info below useful for future leaflet for parents information on the fundraising goals this year.

- Timeline for playground would be a major focus for funds this year.
- The funds from previous quiz are retained for spend on laptops when ICT plan is agreed by Tina. This year to continue with focus on It kit for quiz night
- Forest School and waterproofs
- Possible small contribution for consultant to continue work later in the school year. Currently her work is covered by a grant the school has received.

### **Events**

**Quiz night 2019:** Friday 22<sup>nd</sup> November

Andrew has sign-up sheet ready to go. May also put up posters if needed.

SESA help

- Table set up and projector/TV
- Tidy up
- Entrance table and cash
- Cheese and biscuits, chutney (Aldi, £10 charge per board). Bring boards from home.
- Auction prizes to get (and publicise?). Ideas: Richard Dawkins signed book?
- Raffle prizes and tickets (ask parents for prizes, each class – write something for newsletters for Tina to send out)
- Bring Sumup gadget along

Set up from 6.30pm ideally.

#### Other events

1. Christmas movie night (17<sup>th</sup> Dec)
2. Spring Disco
3. Ceiladh – outsourced to parent (13<sup>th</sup> or 20<sup>th</sup> March). Venue may be St Matthews Church hall or South Oxford Community Centre at Lake St.
4. Armchair Fundraiser in March
5. Summer Fete: June 20<sup>th</sup> 2010

#### Events ideas:

- Jumble sale or swap shop/car boot
- Could have more food options at summer fete
- Cake sales – maybe non-cake sales? Have 7 cake sales this year, over the year
- Ice pops

#### Officers

- Co-chairs Rachel and Ciara are both stepping down from the Chair role this year though remaining on the committee.
- Ellen nominated as Co-Chair for coming year with Jenny
- Cat is standing down as Co-Treasurer. Anna Herzberg to take role as Treasurer
- Role of secretary – Ossie has stepped down this year. The role remains open to a new parent.
- Signatories: remove Cat, Rachel, Noelle. Add Jenny, Ellen, Anna.
- Add new people to SESA Gmail account.

#### A.O.B.

Keys for noticeboard and cupboard handed over.

Store cupboard to be audited by Ciara to check stock levels. Maybe need clearing out a bit.

Bookers card – Ciara handed over to Ellen