

Raising money to enrich the children's learning and experience of school during their time at St Ebbe's Primary School



Meeting Date: 13th January 2022 @ 6.30pm. Held via Zoom

Attendees

- Ellen Stevens (chair)
- Anna Herzberg (treasurer)
- Jen Lockie
- Tina Farr
- Phil Doubtfire
- Maeve Lawrence
- Taryn Grant
- Teige
- Per
- Amy Waterson
- Tom Currie
- Kristen

SESA AGM 2020-21: Meeting Minutes

Review of 2020 AGM Minutes

Ellen noted that the school website has been updated and it would be good to find a parent/carer who could help add in SESA updates to the site now and then.

An outstanding action - to update the constitution.

Funding pledges made by SESA on behalf of parents from the school year 2019-2020 needed to be reviewed (see later notes for discussion).

Chair's Report reviewed: Fundraising activities for 2020-21

Going through the Chair and Treasurer report for the most recent year, attendees reviewed activities carried out for fundraising. Noted that we could promote Amazon Smile again using the video made by a parent. Amazon Smile will need repeat promotion as will Easy Fundraising to gain interest from parents new to school.

Thanks given to Emily MacMillan for working tenaciously to raise the £2k from the Dragon School fund.

Chair's Report reviewed: Donations to the school

Reviewed donations to the school. Agreed action that it is important to share a communication with parents where funds have been spent.

Having clear goals for future fundraising is helpful for parents and drives donations. More regular communication of both these things needed - can we do via website?

- Went through what we had given. Some delay in when things were given

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- Communication of funds and where they have gone. We want to do this as soon as we can.

Donations from existing funds

Discussion held about what funds the school needs, based on previous pledges from 2019-20. Tina outlined that:

- Whiteboards had now been bought from school budget so remove this
- Headphones also not needed
- History Timeline planning in progress and keen to have that supported by SESA (£3k).
- There is an Imagination Zone in the school field that is not useable and needs to be taken down. The school would like to remove existing structures and use funds to get a great climbing area. £8-15k.
- Hall wall bars - yes still required. Costs would be around £5k for a good set but can higher
- School hall needs portable speaker and refurbished iPad to use in hall and in the playground
- £500 for forest school waterproofs

The following points were made by attendees related to these requests:

- Tom mentioned that parents might want to help to lend a hand in starting the Zone. Tina - agreed this is useful and can save quite a lot of money by getting this kind of help
- Bridget - getting hold of a portable speaker for field - could the community find a used one amongst them via workplaces for example. For Forest School - does feel visible. Bridget would like to help scope fundraising activities and happy to help with this and take ownership of one.
- Tina asked if to support forest school consistently SESA put aside a regular pot for this, as well as leavers presents, Christmas books each year. Will have a think about the sums for this.
- Maeve mentions that we could source waterproofs from families in the school second hand
- Ellen asked if a tumble dryer provided by SESA be useful for drying clothes after Forest School. Tina agrees but will be an issue of finding a suitable space on the premises.
- Ellen and Anna agreed to go through figures with Tina and firm up what donations to give now to school and then clearly communicate to parents.

Accounts for 2020-21

Anna briefly went through the accounts in the report. Fundraising and donation totals had been presented earlier in the meeting. Current balance is around £21,000 and of this up to £16,000 is available to donate to St Ebbes School.

Thanks to Phil for reviewing and correcting accounts ahead of the AGM.

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Future fundraising activities for remainder of school year 2021-22

Date discussed for **fete in Summer** and whether based we could consider a Friday after school event for this like the Xmas fair. Need to avoid other local events obviously if possible and finding a couple of dates now would be useful.

Discussed advantages of doing an after school event. It does mean school staff can support the event without it eating into their weekend time. In the summer an event on a Friday afternoon/evening could work really well out of doors. All agreed on making the most of the better summer weather to host outdoor events which will increasingly be returning to our calendars we hope. Consider holding some not on Friday's to maximise opportunities for people with different schedules to join a school event.

International evening - this should make a come back this year. If year 6 have an end of year show, SESA could also provide a bar for this.

Quiz - agreed to keep this in autumn calendar and hope for an indoor event being possible. Note that we have two potential new quizmasters to take up the task.

Bingo - Tina keen that we run this again, probably online at first (date agreed to be found - maybe a Thursday after the February half term). Doing an in person Bingo night should be kept in the list of ideas.

Armchair fundraiser around Easter time.

Roles on SESA committee

Anna and Ellen are looking to step down in July 2022 so SESA is looking for co-chairs/co-treasurer between now and then. This would provide a period for hand over. Both Ellen and Anna are happy to remain on the committee after July and of course help out at events.

Jen interested in co-treasurer role. No volunteers for Chair or Secretary from amongst meeting attendees. **Recruiting new committee members:** Agreed that next steps will be for Ellen and Anna to draft communication to go out to parents that gives a good description of the roles including how onerous they are (or not, and how rewarding) to seek volunteers. Can go out in parentmails and newsletters.

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Getting the word out about joining committee could also be done via Whatsapp groups. Also discussed was how useful these groups are for recruiting helpers for SESA events. Maeve is happy to be a class rep. In Year 1 Taryn is happy to help via WhatsApp Group and Amy also for reception.

Getting **missing parents/carers onto Whatsapp groups** was discussed. Parents with English as a second language may be less likely to get onto the groups. We could send home a leaflet with translations and phone numbers of admin for the WhatsApp Group so these parents get involved. Tina could help with this. Would be useful to have a think about how we can make sure these groups are (1) inclusive from their start, and (2) ideally be formed as one group per year rather than by class.

Next meeting

Date agreed for Monday 31st January at 7.30pm for a SESA meeting, probably via Zoom.

AOB

Tina thanked the committee members for their efforts and raising a substantial sum especially during a pandemic year.