

## Minutes September 12<sup>th</sup> 2017

**Apologies:** Trudi, Hazel, Karen, Kate, Grace

**Present:** Julie (Deputy Chair), Janet, Gemma, Sherene, Andrea, Roxy, Helen, Terri, Julia (Pre School Manager), Laura, Mim, Henni, Jodie, Jules, Gary (Headteacher), Mary, Becky (Chair), Claire (Secretary), Paul (Treasurer)

Issue and Discussion	Action
<ul style="list-style-type: none"> <li>Agree previous minutes</li> </ul>	No comments or amends
Updates	
<ul style="list-style-type: none"> <li>Garden development and new lead</li> </ul>	<b>Gary</b> has started planning the development and will organise contact with Duchy Office
<ul style="list-style-type: none"> <li>John contacting People First re volunteers</li> </ul>	Postponed as John not at meeting
<ul style="list-style-type: none"> <li>Julia contacting play equipment company</li> </ul>	We need images and details of exactly what we want before we can get quotes
<ul style="list-style-type: none"> <li>Employer grant blank letter</li> </ul>	Postponed as John not as meeting
<ul style="list-style-type: none"> <li>End of Year Disco</li> </ul>	Very well run by organisers Happy Faces from Portland, with dancing, games and prizes. No negative feedback and we got a school discount. Next year consider starting at 2.30 to include reception. Total raised £467
<ul style="list-style-type: none"> <li>POWSA tabards</li> </ul>	<b>Julie</b> to source
<ul style="list-style-type: none"> <li>POWSA whiteboard</li> </ul>	<b>Becky</b> to source
Funding Requests	
<ul style="list-style-type: none"> <li>Last year there was much frustration around the lack of requests and the complicated process</li> </ul>	Staff have been asked to submit more requests. POWSA will make it known the type of thing we are happy to fund and encourage requests
<ul style="list-style-type: none"> <li>Gift of funding to new Headteacher</li> </ul>	<b>Gary</b> is very happy to accept our offer of £5k and has decided how to spend it. He will spend £2k on library texts inc. 'classics'. Pre School will receive £700 of IT equipment. School classrooms will receive a £45 visualiser each. £2k will be spent on creating a sample outside area with Mr Gibson and the children drawing up their ideas. This, and a business plan, will be used to showcase the need for grants, ideally from wildlife and disability access funds. Newby Leisure are an example of a company we could work with and Mr Farrington is keen to be involved too
<ul style="list-style-type: none"> <li>Current balance</li> </ul>	The bank account has £9k before the Headteacher's £5k and Mr Gibson's mud kitchen come out. A detailed financial statement will be available for review and discussion at the AGM

Other Business	
<ul style="list-style-type: none"> <li>The roundhouse and wildlife garden are key areas for Gary to focus on</li> </ul>	Outdoor make over days for all to take part in: 30/9, 14/10, 18/11. POWSA to supply refreshments
<ul style="list-style-type: none"> <li>Mrs Johnson wanted a structure to use as a book swap space</li> </ul>	<b>Becky's</b> husband to update on supply and install of a shed asap
<ul style="list-style-type: none"> <li>Open Air Cinema fundraising idea</li> </ul>	Moved to Spring due to weather and light
<ul style="list-style-type: none"> <li>Register a project with Raloo</li> </ul>	<b>Claire</b> to register the gardening project and advise members on the requirements to gain funding
<ul style="list-style-type: none"> <li>Easy Fundraising</li> </ul>	A link will be circulated as this is a great way for us to earn money as people shop
<ul style="list-style-type: none"> <li>Textile bank</li> </ul>	We want to encourage people to put fabric items (inc paired shoes, blankets, clothes) into the recycling banks at school as we earn money by their weight. If you see it is full, please ring the number on the side
<ul style="list-style-type: none"> <li>Second hand uniform</li> </ul>	We want to remind people that for £1 donation to the office, they can take an item from the cupboard in reception. We also want people to donate clean items they no longer need
<ul style="list-style-type: none"> <li>Gift Aid</li> </ul>	<b>Paul</b> will look into the logistics of signing up parents at the start of the year so that we can claim 25p per £1 raised at ticketed events
<ul style="list-style-type: none"> <li>Communications</li> </ul>	<b>Gary</b> confirmed the main channel of communication is the Wednesday newsletter. All parents and carers should receive this by email or book bag, and must inform the office if not. Tues 3pm is the deadline for articles. <b>Paul</b> to update POWSA blog regularly, <b>Becky</b> to update Facebook, <b>Claire</b> to update noticeboard, <b>Roxy</b> and <b>Helen</b> to update pre school families
<ul style="list-style-type: none"> <li>Newsletter</li> </ul>	<b>Gemma</b> will create an autumn newsletter with diary dates, what we have spent money on and what we plan to raise money for. <b>Claire</b> to forward relevant information
<ul style="list-style-type: none"> <li>POWSA stickers</li> </ul>	<b>Paul</b> will research these so that we can identify what POWSA has raised money for
<ul style="list-style-type: none"> <li>Eco school flag</li> </ul>	This is flying next to the school noticeboard and celebrates our school status. If anyone has a suggestion for alternative flags, please approach <b>Gary</b>
<ul style="list-style-type: none"> <li>Class Rep idea</li> </ul>	We like the idea and <b>Gary</b> will review the draft letter before we commit to setting this up
<ul style="list-style-type: none"> <li>Christmas Cards</li> </ul>	Last year's issues with Art for Schools have been resolved and the company was previously very good. However <b>Gemma</b> will research our options and <b>Mim</b> will provide contacts she has. The children will create the cards at school and bring home an order form
<ul style="list-style-type: none"> <li>Welcome Pack for parents</li> </ul>	Committee to review and consult on
<ul style="list-style-type: none"> <li>Parent/carers questionnaire</li> </ul>	Committee to review and consult on

Upcoming Activities	
<ul style="list-style-type: none"> <li>Harvest Café – September 29<sup>th</sup> 2:30pm</li> </ul>	<p>After the assemblies, there will be a Harvest Café at 2:30pm where children will sell produce they have made. They want funds raised to go to Dorchester Foodbank. POWSA will provide teas and coffees so <b>please let us know asap if you can volunteer for this</b></p>
<ul style="list-style-type: none"> <li>Outside area make over – September 30<sup>th</sup></li> </ul>	<p>Please contact <b>Headteacher</b> if you would like to help</p>
<ul style="list-style-type: none"> <li>AutumnFest – October 6th</li> </ul>	<p><b>Julia</b> and <b>Gary</b> are organising an evening of hot dogs, campfires and autumnal fun by the roundhouse. Family fun for everyone!</p>
<ul style="list-style-type: none"> <li>Outside area make over – October 14<sup>th</sup></li> </ul>	<p>Please contact <b>Headteacher</b> if you would like to help</p>
<ul style="list-style-type: none"> <li>Book Fair - October 16-20<sup>th</sup></li> </ul>	<p><b>Becky</b> to contact Scholastic. We get a high percentage of sales which the company translate into new books for the school. Younger age books will be sold at pre school. We will need volunteers please</p>
<ul style="list-style-type: none"> <li>AGM – November 7<sup>th</sup></li> </ul>	<p><b>Claire</b> to circulate a draft constitution for members to comment on. It will be discussed and amended at the AGM. Elections for Committee roles of Chair, Deputy Chair, Secretary, Treasurer and Minutes Secretary</p>
<ul style="list-style-type: none"> <li>Bingo – November 10<sup>th</sup> 5:30-7:30pm</li> </ul>	<p><b>Julie</b> will write a letter to go into Parent Mail and will get tablecloths (as the ink tends to mark the tables). <b>Becky</b> will get themed prizes for 15 lines plus spares and 7 main ones. <b>Julie</b> will ask her mum to knit Halloween/Firework/Autumn related items. Pre school will organise refreshments. It will run 5:30-7:30pm in the school hall on November 10<sup>th</sup></p>
<ul style="list-style-type: none"> <li>Outside area make over – November 18<sup>th</sup></li> </ul>	<p>Please contact <b>Headteacher</b> if you would like to help</p>
<ul style="list-style-type: none"> <li>Christmas Fair – December 8<sup>th</sup></li> </ul>	<p>There will be a planning meeting too, but we will need lots of volunteers to run the games and stalls. We will be selling spaces for craft tables if anyone is interested. It will be held after school on the Friday so please keep it free and let us know if you can help. It will be non uniform day and children will be asked to donate a bottle (bubble bath/bubbly etc) for prizes. <b>Mim</b> speak to Margaret Morrison about mince pies</p>

AOB	
<ul style="list-style-type: none"> <li>• Boo's toy shop in Poundbury organise a Christmas lights on event Fri 23<sup>rd</sup> Nov and a market on Sat 24<sup>th</sup> Nov.</li> </ul>	<p>We have been invited to take part in the activities and to receive a percentage of the money she raises. <b>Gary</b> to decide if and to what extent the school wants to be involved and will liaise with <b>Mim</b> if necessary</p>
<ul style="list-style-type: none"> <li>• Alumni communications</li> </ul>	<p><b>Gary</b> is keen to encourage past students and colleagues of the school to come back and remain part of our community. Please support this by inviting any ex- pupils, staff and families that you know, to all of our events</p>
<ul style="list-style-type: none"> <li>• POWSA post box</li> </ul>	<p><b>Julie</b> will organise a post box for the school office, to sit on the second hand clothes cupboard. This will be used for any communications for POWSA such as comments, responses, offers of help and any other reason people may have for contacting POWSA. It will not be used for receiving money</p>
<ul style="list-style-type: none"> <li>• Blue Jumpers</li> </ul>	<p>These are available for Year 4 children to buy if they want to. This issue will be reviewed in Spring</p>
<ul style="list-style-type: none"> <li>• Rotary Club Raffle Tickets</li> </ul>	<p><b>Becky</b> will order 200 of these as we get 100% of the sales and there are also great prizes to win</p>

**Date of next meeting: 7<sup>th</sup> November.**

This will be the AGM, so all Committee posts will be up for nomination and election. To find out more about any of the posts, please contact us and the post holder will explain and answer any questions.

<b>Contacts:</b>	
Blog	<a href="http://powsa.blogspot.co.uk/">http://powsa.blogspot.co.uk/</a>
Facebook	<a href="https://www.facebook.com/princeofwalesschoolassociation">facebook.com/princeofwalesschoolassociation</a>
Email	<a href="mailto:powsa@hotmail.co.uk">powsa@hotmail.co.uk</a> <a href="mailto:headteacher@princeofwales.dorset.dorset.sch.uk">headteacher@princeofwales.dorset.dorset.sch.uk</a>
<i>or use the box in the school reception area!</i>	