

# Monmouth Comprehensive School Friends

## Committee Meeting Minutes – Wednesday 14<sup>th</sup> September 2016

**Present:** Tilly Ashton, Shane Wallace, Esther Lacey, Liam Lacey, Georgette Moger, Darren Cronin, Sarah Browne, Kirstie Pope, Rachael Daniels

**Apologies:** Kate Allot, Jann McShane, Karen Hurley, Cara Hopgood, Martina McGrath, Tori Howells, Leanne James, Clare Nuttall, Vaughan Davies

- Previous minutes approved
- Discussed year calendar in detail
- First committee meeting of the school year: next year, to increase new parent attendance, will have a paper invitation sent out and will be dated after the 'Tutors at Home' event; we should also put a notice in the Year 7 Welcome Pack
- Open Evening 22.09.16: MCSFA to have stall with leaflets and display. Currently unmanned.
  - **KP to ask Cara to man**
- Tutors at Home: display and leaflets plus uniform leaflet
  - **SW to print leaflets**
  - **TA to help on the day**
  - **DC & GM to give feedback after the event**
  - **SB to bring boxes of uniform**
  - **KP to send email to school to see if we can have the uniform on sale there**
- Quiz:
  - **KP to apply for temporary event notice for the bar**
  - **KP to ask for help on the night**
  - **SW & TA to man the bar**
  - **SW to print the answer sheets**
  - **KP to score**
  - **KP to email head of sixth form to ask students for assistance**
- Heartstart: promotion required
- Easyfundraising: we'd like all 170 school computers to be set to EasySearch page
- Parent Workshop: marketing to have direct input from the facilitators
- Junior School visits: to check catchment and to check school parent events; MCSFA to attend if possible
- Second Hand Uniform
  - **SB to put current list of uniform on website → sent to KP**
  - **KP to send to Wendy to upload**
- Finance: Second hand uniform doing very well despite low prices; rugby cheque still on hold; awaiting decision from MCS regarding canopy
  - **KP to chase second raffle prize winner cheque**
- School uniform: some discussion over stockists; Labels are very badly stocked; Trutex have reports of appalling service (ordered 31.07.16, still not yet received); questions over why an identical jumper is £10 more expensive for MCS vs another school
- Social media: on hold until after the next governors' meeting
- Committee business: TA & SB co-opted to the committee (KP proposed, RD seconded)
  - **KP to check rules on numbers of co-opted committee members**
  - **TA happy to be volunteer coordinator for now – to phone others when tasks need doing**
  - **KP to get in touch with Mr Davies regarding a sixth former who might be interested in being our newsletter editor – would cover off some Welsh Bac obligations**
  - **SB to draft suitable letter for above**
- Date of next meeting: Tuesday 8<sup>th</sup> November @ Esthers