

Highlands Parents and Friends Association

Minutes of the AGM meeting held Thursday 4th November 2021

<u>Present</u>	<u>Apologies</u>
Karen Crawley Felicia Ekemezuma Crystal Elkabbas Vanessa Mead Lyndsey Smyth	

ITEM No.	SUBJECT	FOR ACTION BY WHOM
1.	WELCOME & INTRODUCTIONS:	
2.	PREVIOUS MINUTES:	
3.	FUND RAISING: <ul style="list-style-type: none"> a. Christmas raffle week beginning 10/12/21- prizes, selling tickets, costs, any deals e.g., reduced rate if more tickets are purchased, donations. b. 6th form Open day on 17/11/21 c. Variety Show (organised by Ms Brown) on 3/12/21 d. Matched Funding e. Amazon Smile f. Etsy (On-line Uniform Shop) g. Christmas Wreath 	
4.	NEXT EVENT/S: <ul style="list-style-type: none"> a. Valentines b. Easter 	
5.	ADVERTISING & RECRUITMENT: <ul style="list-style-type: none"> a. Newsletter Updates b. Social Media Updates c. Highlands School Email for Group d. Parents Evening – virtual slots, how do we advertise what we do? 	
6.	PRIORITIES FOR FUNDING:	

7.	IMPORTANT DATES: HPFA Committee Meetings: - 4/12/21 7 2/12/21 7 13/1/22 7 10/2/22 10/3/22 12/5/22 9/6/22 7/7/22	
8.	NEXT STEPS:	
9.	AOB:	