

Highlands Parents and Friends Association

Minutes for meeting 14th September 2023

6:30pm Highland School

ITEM No.	SUBJECT	FOR ACTION BY WHOM
1.	Present: Crystal (Chair), Karen (Co-Chair), Siobhan (Co-Treasurer), Vanessa (Publicity Officer), Felicia (Secretary), Apologies: Valentina (Treasurer)	
2.	Updates: <ul style="list-style-type: none"> Sue Czupich is now the school representative. Cystal/Karen purchased gifts of thanks for all staff that assisted the HPFA during last year's events. Parent survey we did not get a good response, to resend with newsletter to see if we get a better response. 	CK to email Sue for list of Year 7 parents interested in joining HPFA. VM
3.	Next Years Events: Agreed to do only one event per Term. <ul style="list-style-type: none"> Proposed Year7 & Current Year 7 parents Summer BBQ. Provisional dates 4th or 5th July 2024. Music Bingo – Provisional date 17th or 21st November 023. Karen to ask Ally if she will be the compere for the night. We will purchase a new version of music bingo with more up to date music. Festive Raffles – April and December Refreshment at School Events i.e. Recital Evening, Open day etc. 	FE CK to prepare a timetable for the year.
4.	Publicity Update: To do a welcome to the new school year newsletter to: <ul style="list-style-type: none"> Notify of AGM - 12th Oct Request volunteers to assist at events, or other skills 	VM
5.	Treasurers Update: Accounts have been completed and submitted to the Charity Commission.	
6.	AOB Social Event Friday 6 th Oct – venue to be confirmed.	