

# Highlands Parents and Friends Association

## Minutes for meeting 14<sup>th</sup> March 2024

ITEM No.	SUBJECT	FOR ACTION BY WHOM
1.	<b>Present:</b>	Siobhan (Co-Chair), Vanessa (Publicity officer), Felicia (Secretary), Valentina (Treasurer) Sultan (Parent) & Hakan (Parent)
2.	<p><b><u>Welcome</u></b> We welcomed Sultan and Hakan to the group. They are parents of twins in year 7 and are willing to help at events etc.</p> <p><b><u>Previous Activities</u></b> The quiz night went well although there was a lot of work for 4 people. Made £915 profits.</p> <p><b><u>Future Activities</u></b> Year 7 existing and incoming Summer BBQ – for parents to get to know other parents and to offer some form of familiarity to incoming children.</p>	<p><b>Evaluation Feedback from those who attended.</b></p> <ul style="list-style-type: none"> <li>• Siobhan to email Sue for dates (Thursday evening 6-8 early July) and details of how we will contact incoming students.</li> <li>• Siobhan/Felicia ask what's app group about events in other school around the same time.</li> <li>• Entry Tickets to be free and available on Eventbrite with some security to ensure only those children coming to the school can get tickets.</li> <li>• Felicia to contact Karen/Crystal for details of caterers.</li> <li>• Sultan offered to provide details of ice cream van and mobile caterer they used at Eversley School Fete.</li> <li>• Felicia to obtain name of estate agent that offered to work with the school previously.</li> <li>• All to think of team building games that can be played on the day i.e. tug of war etc.</li> </ul>
3.	<p><b>Finance:</b> £915.33 made on Quiz night and £8708.49 total funds in the bank.</p>	
5.	<b>AOB</b>	<ul style="list-style-type: none"> <li>• Still need to get the school to encourage a class rep for each class/year group.</li> <li>• Felicia to do a letter to Mr. McNerney asking if the school has any ideas, they would like the HPFA to contribute funds to.</li> </ul>

	<p><b>Date of next meeting</b></p>	<ul style="list-style-type: none"> <li>• <b>Siobhan to include a request for a list of school events so that we can be better prepared in email to Sue.</b></li> </ul> <p><b>Wednesday 17<sup>th</sup> April 2024 – 6:30pm online</b></p>
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