

**FRIENDS OF ST AIDAN'S (FOSA)**

**Staff Room**

**Tuesday 6<sup>th</sup> June 2017 7.30pm**

**Attendees:**

Cheryl Winter Vice Chair	CW	Jen Winterschladen Secretary	JLW
Jane Regnier Treasurer	JR	Cath Harrison Marketing	CH
John Wood Headteacher	JW	Caroline Brook	CB
Viv Evans	VE		

**Forthcoming Events 2017 where FOSA support is required**

<b>JANUARY</b>			
Thursday	5 <sup>th</sup>	7pm	Sixth Form Presentation Evening
<b>FEBRUARY</b>			
Thursday	2 <sup>nd</sup>	5pm	Yr 12 Parents Evening (A-K)
Tuesday	7 <sup>th</sup>	5pm	Yr 12 Parents Evening (L-Z)
<b>MARCH</b>			
Thursday	2 <sup>nd</sup>	4.30pm	Yr 9 Parents Evening (CDEG)
Wednesday	8 <sup>th</sup>	4.30pm	Yr 9 Parents Evening (PSWY)
Friday	17 <sup>th</sup>	6.45pm	FOSA Yr 7 Interform Quiz night
<b>APRIL</b>			
Thursday	27 <sup>th</sup>	4.30pm	Yr 7 Parents Evening (CDEG)
<b>MAY</b>			
Wednesday	3 <sup>rd</sup>	4.30pm	Yr 7 Parents Evening (PSWY)
Friday	5 <sup>th</sup>	7pm	FOSA/Charity Clothes Swap and Fashion Show
<b>JUNE</b>			
Saturday	10 <sup>th</sup>	All day	St Peters Church Cafe
<b>OCTOBER</b>			
Saturday	14 <sup>th</sup>	All Day	St Aidan's Open Day
<b>DECEMBER</b>			
Saturday	2 <sup>nd</sup>	7pm	FOSA Christmas Ball

**Note from the Vice Chair:**

Previous minutes/actions from 25.04.17 were agreed. CW.

## Matters Arising:

- Treasurer update – JR noted the following:
  - Official change of name has been sorted with Charity Commission to: Friends of St Aidan's – FOSA. Sign off on new constitution suggested and agreed by CW to be done at AGM 2017. Advance notice of AGM will be sent out by JW.
  - New bank account is now setup.
  - Recent banking deposits: £45 easy fundraising, £45 uniform sales and £2,000 from Clothes Swap and Fashion Show. Additional £2,000 donated to Syrian Children's Appeal.
  -
- St Peters Church Café event – Saturday 10<sup>th</sup> June 2017:  
CW noted all plans in place now for the day, although a few more helpers would be fantastic for the morning session 10-1. **Action: CH to upload onto Website a request for helpers and reminder of the event.**
- Year 7 Inter-Form Quiz – new Year 7 intake (September 2017):  
Current Year 7 FOSA reps happy to run this again. All in place from March event just need to set date with school staff.  
**Action: JW/CH to chase date with K Douglas for this event. If JLW informed of date, can book CGH with facilities.**
- Christmas Ball – Saturday 2<sup>nd</sup> December 2017:  
JLW to organise Sub Group Committee and make meeting plan.  
**Action: JLW to communicate with planning team and organise first ideas meeting.**
- Catering at Events:  
From September 2017, FOSA no longer responsible for refreshments. JW agreed to take this responsibility back into school with the exception of Open Day in October.  
**Action: JW to liaise with school on future refreshments and only use FOSA as back up resource if required. CW along with CB and VE agreed to set up and run with Open Day refreshments on October 14<sup>th</sup>.**
- FOSA communication/processes:  
Email/letter to be sent out to all parents from school to highlight revised/updated process on how FOSA information/dates are shared. Also, flier to be sent out to all NEW Year 7 parents promoting FOSA and noting year 7 quiz night.  
**Action: CH/JW to compile processes wording and arrange distribution to all parents. CH/JW to chase quiz night date ahead of distribution to new parents.**

- FOSA marketing:  
Full year calendar required. Still ongoing within school.  
***Action: JW to chase and inform FOSA when calendar is complete. FOSA also to work with CH on facebook and website updates.***

**Update from the Head Teacher:**

- Martyn Beer leaving to go to Bootham School.
- Chris Burt appointed as Associate Head. September 2017 onwards he will take over day to day running of school, allowing John Wood to spend more time on Teaching School/MAT.
- New Year 7 intake – 285 pupils requiring additional form for this intake, making 9 form groups total.

**Next Meeting: Monday 11<sup>th</sup> September at 7.30pm in the Staff Room. All ideas and support volunteers welcome. The more the merrier!!!!**