

FRIENDS OF SGHS MINUTES

Date: 29th April 2019

Time: 6:00pm

Venue: Library

Present: Joanne Busfield (JB), Emma Wood (EW), Chloe Vereker (CV), Dawn Rollins (DR), David Whitfield (DW), Duncan Faulkner (DF) Matt Willis (MW) Mark Turner (MT) Hollie Burgin (HB)

	SUBJECT	ACTION
1	<p>Apologies: Patrick Hayton, Steve Rose & Jennifer McBeath</p>	
2	<p>Cheese & Wine Tasting and Mothers Day stall Debrief</p> <p>Both very successful events. Thank you to all those who cooked, washed up, provided gifts and helped raise £1200 for the Cheese & Wine and £609.80 for the Mothers Day Stall. A particular thanks to Curie House girls who supported Friends on April 5 and have received £150 from Friends for their chosen charity, Candlelighters.</p>	
3	<p>150 Club 2019</p> <p>So far 57 numbers of the 150 sold. Still 93 numbers for sale at £20 each for 12 monthly draws. A big push at upcoming fundraisers, a message out to parents from school, and a new flyer on FB to promote this important club which raises funds exclusively for the school's Hardship fund.</p> <p style="text-align: center;">Winning numbers: March – 1st 49, 2nd 97, 3rd 124 April – 1st 72, 2nd 124, 3rd 106</p> <p>Promotion and expansion of club essential if it is to raise funds for school.</p>	<p>DW to contact Christine Simonite to promote via school</p> <p>DW to contact winners</p> <p>EM to issue cheques</p>
4	<p>Treasurer's Report & Allocation of Funds</p> <p>Almost £7,000 currently in Friends account (inc. Hollow funds raised of £5,000 to be handed to school when needed). Friends have pledged:</p> <ul style="list-style-type: none"> • £1,000 to the school's Reward scheme* • £375.97 to Geography dept for field trip equipment • £250.00 Well being workshops for Year 11 pupils <p>*It is still unclear what exactly the rewards will be to students. £5 vouchers or bath bombs were suggested rather than chocolate. Friends would prefer not to support provision of chocolate as rewards)</p> <p>Once school departments have forwarded completed <u>Funding Request</u> forms to Friends, EW can authorise payment to school.</p>	<p>EW to move funds to a 2nd high interest account</p> <p>JB to enable the <u>Funding Request</u> form to be available on line for teachers to download, fill out, and submit directly to Friends.</p>

	<p>Bank can organise electronic transfer to individuals for event expenses, rather than EW/SR writing out cheques.</p> <p>EW looking into Charity Commission status requirements as well as other profitable ways to save funds/open a 2nd savings account</p>	
5	<p>Future Requests for Funding</p> <p>The Food Tech department would like to put in a request for funding of hand held blenders and other kitchen equipment to help with the students learning. The stage is in need of new black curtains to enable stage productions to take place The PE department would also like funding for a Football Kit for its team. Costs to be submitted by school to Friends using Funding Request forms.</p>	<p>JB to report back exact costs required to Friends by May 20 mtg</p>
6	<p>Spring Concert Wednesday May 8th 7pm</p> <p>Friends to say a few words at the beginning of the concert reminding them of the 150 Club and urging them that buying a number to allow funds to be raised for 150 club. 150 board, forms and flyers to be available.</p>	<p>DW & CV (6.45pm)</p>
7	<p>International Breakfast Friday May 10th 7.45-8.45 am</p> <p>Ticket sales currently at just 1. This is due to tickets not being available on PP until today (!) despite previous requests from Friends before the Easter holidays. Angel needs final numbers a week in advance, May 3rd.</p> <p>Hopefully there will be enough ticket sales to run event?</p> <p>Cost £3.50 PP (profits split 50/50 with school) and offering a delicious range of international breakfast food, including Masala Dosa, Churros, Crumpets & Jam and Fruit & Museli. This event is open to both parents and students in Café Quad.</p> <p>Volunteers so far to help with set up at 7.30 am, serving breakfast and clear up: Duncan, Dawn and Hollie (TBC) Provisions of milk, jam & cereal to be provided by Friends.</p>	<p>CV to liaise with Lesley & Angel on numbers and any requests for special dietary requirements</p> <p>CV to request flyer to go out to parents this week</p>
8	<p>Year 6 Induction Evening Thursday 27th June 6-8pm</p> <p>Welcome evening for new parents with informal session at end with Friends and four House Captains. Provision of tea, coffee, squash and biscuits by Friends at the back of the hall – served at four different 'house' tables.</p> <p>Promotion of whole school photo.</p> <p>There will also be a Friends information desk with flyers,</p>	<p>JB to contact House Captains to ensure their attendance</p>

	<p>calendar, info about events and sign up sheet for prospective new parent volunteers.</p> <p>Helpers so far: David, Hollie, Chloe</p>	
9	<p>Summer Celebration & BBQ w/ Sixth Form Art Exhibition Tuesday 9th July 6.30 -8.30 pm</p> <p>Event to take place in school outdoor quad area.</p> <p>Various food and drink stalls to be arranged.</p> <p>Bottle tombola, Candyfloss, Crepes (?), Pimms & Home made Lemonade, home baking, key rings stall, chocolate tombola, hamper raffle and also to include eight stalls allocated to the four Houses at £5/10 each a table.</p> <p>Mini stage to be set up in the centre for a variety of music, singing and dance (?) throughout the evening.</p> <p>To be discussed in more detail at 6pm Mon May 20th mini Summer Celebration planning meeting, and other stall ideas welcomed.</p>	<p>MW to organise TENS licence?</p> <p>CV to send out Summer Celebration stall spread sheet</p> <p>JB to check with House captains to arrange stalls JB to confirm with music department to have choir and musicians/dancers perform.</p> <p>CV to work with Dan on flyer and contact Andy and Rachel re. stalls</p>
10	<p>Whole School Photo – Friday 20th September</p> <p>Girls to be photographed in the Hollow, after lunch. Photos 24" x8" and to be taken by professional, Gary Evans, at My Event Photo company.</p> <p>They will be priced at £12.50 and £15 each depending on if rolled or mounted. Photos to be paid for in advance on PP to ensure order. 94 photos need to be purchased to ensure photographer's costs (of £750 are covered). Above that all profits go to school/Friends.</p> <p>Promotion to start soon to ensure this 'once only' project is a great success. Matt to work with Dan on visual flyer to advertise to parents and students. Possibly offering discount to early bird purchases.</p> <p>Promotion of photos at Induction Evening, 27th June. Paper sign-up forms distributed and orders taken by cheque/cash from new parents (who have no PP access).</p>	<p>MW/CV to work with Dan on promotion</p> <p>JB to get flyer up on Friends' noticeboard</p> <p>MW to promote on night & organise forms?</p>
11	<p>Skipton Puppet Festival Pop Up Café – Sat 5th & Sun 6th Oct 10am to 6pm, Sat and Sunday.</p> <p>Coffee, tea and home baking to be provided by the school community and sold at Café Quad to those attending</p>	CV to do rota

	<p>puppet productions at SGHS.</p> <p>Friends' rota to be worked out nearer the time.</p>	
12	<p>Bingo &/or Games night – Oct/Nov 2019</p> <p>School to provide provisional date ASAP, so that new autumn calendar can be printed in time for Induction Evening and larger calendar to go up on Friends noticeboard to advertise autumn events as soon as possible.</p>	<p>JB/school staff to put calendar/posters up on Friends Noticeboard</p>
13	<p>Future Fundraising Ideas</p> <p>To review at next meeting</p>	
14	<p>AOB</p> <ul style="list-style-type: none"> • Friends' metal banner to be replaced with new wording in time for Spring Concert • Stage cupboard has been issued with padlock and 4 digit code agreed by Friends at meeting. EW to attach to Friends stage cupboard. • Friends' banner alterations for Summer Celebration. • Friends wicker hamper missing • Suzy Vincent to step down as Friends FB administrator. Replacement needed. Many thanks to Suzy for all her fab work for Friends. • Welcome to the new head and many thanks to him for attending Friends' meeting. • Friends & volunteers end of year social: <u>Friday 12th July</u> – all welcome! 	<p>CV to work with Dan</p> <p>CV & EW to sort out cupboard</p> <p>DV to take to All Signage</p> <p>CV & EW to search on stage (and look for David's lights)</p>
15	<p>Next Meeting</p> <p>Monday 3rd June 6pm Library – all welcome (Planning meeting Monday 20th June 6pm)</p>	