

OPSA

Minutes of the OPSA Meeting held on Monday 7 March 2016 at 7.00 pm in the School Library

Present: Roger Cox (Co-chair), Jocelyn Sheppy (Treasurer), Kathryn Elliott (Secretary), Emma Davies (Assistant Headteacher), Janet Livesey (Assistant Headteacher), Liza Ctori, Beverley Henebery, Jenny Wile

Apologies: Helen Henderson (Co-chair)

1. Welcome

Roger welcomed everyone to the meeting especially guest speaker, Hilary Davies who would be speaking on nutrition for teenagers at the end of the meeting, and Janet Livesey, Assistant Headteacher and three Year 7 pupils who would be presenting ideas for the School Library mezzanine.

2. Minutes of last meeting

The minutes of the meeting held on 18 January 2016 were agreed to be a correct record.

3. Progress on action points from previous meetings

- Working party to review School Fund donor recruitment – **Ongoing. Helen Henderson to follow up proposals with the school.**
- “My St Margaret’s” magazine would welcome an article from the school (through English Dept. or Press Club) – **Ongoing.**
- Use of Easyfundraising.org.uk - **Ongoing. See 5. Treasurer’s report below.**
- Request for Communications Manager and Website Manager - **Ongoing. Parents interested in these roles to contact Roger or Helen, roger.cox@grosvenor.com, helen_f_hendersn@hotmail.com See also AOB.**
- St Margaret’s Fair Committee was looking for someone to take over organising the fair programme as well as new members to join the committee. - **Ongoing. The fair programme has now been taken on by a parent at another school. However, parents interested in joining the Fair Committee please contact Kathryn, at elliott.kathryn@gmail.com**
- School alumni list – **Done. Emma Davies reported that the school has not kept a list of school leavers in the past but that Dan Cowling, Head of Sixth Form, will begin compiling one when present Year 13 pupils leave this summer.**

4. Library development proposals

Janet Livesey explained that a competition had been held for Year 7 pupils to produce proposals for the mezzanine area in the School Library. The area is currently not in use and the school wish to equip it as a reading and quiet area for Year 7s during break times. Funding is being requested from OPSA towards this.

Three Year 7 pupils, Tia Singh, Cadence Coombes and Katya Gold, were chosen from over twenty entries to present their proposals to the meeting. Parents and the committee were very impressed with their creative and well-thought through ideas and voted to support the project. **A preliminary sum of £1,000 has been approved by the committee so that it can start as soon as possible.**

5. Treasurer’s Report – Fundraising update

Jocelyn Sheppy reported that the Fireworks display raised over £9k and rugby parking has raised £7k this year after advertising and premises costs with one more parking day this financial year in March.

Easyfundraising has now raised £190 in the first six months from the 25 parents who registered as supporters. Scaling this up - if 100 parents registered and used Easyfundraising when internet shopping this would raise the school £1,500 a year with minimal effort. **Please could parents register as OPSA supporters with Easyfundraising as it is such a simple way to raise money for additional items and activities for the school at no additional cost to parents. The link is <https://www.easyfundraising.org.uk/causes/orleansparksa/>**

The February accounts will be circulated with the minutes for more information.

6. Future Events

Spring term

- Rugby parking 12 March

Summer term

- Comedy Night – planned for June. Arrangements are in hand.
- St Margaret's Fair, 9 July 2016 - Ilona Hite and Aparna Bevan are joining Becky Ellison in running the Pimms Stall this year and will take over from Becky for 2017. Thank you to Ilona and Aparna for volunteering. Requests for parents to help on the day will appear in the OPSA section of the School Newsletter in the summer term.

Autumn term

- Fireworks Night, November 2016 - planning for this event will start during the Summer Term.
- Rugby parking.

7. Communications Update

Pete Richardson, Senior IT Technician in the school has created an OPSA Facebook page. Roger and Helen meeting Pete to set up editorial rights before it goes live. **Emma to speak to Pete regarding meeting date.**

8. AOB

OPSA had a Prosecco and strawberries stall at the Crown Road Fair last June. Meeting considered whether to have a stall again this summer or at the Christmas Fair in December. The school have confirmed they are happy to leave the decision to OPSA. **To be discussed at next meeting.**

The need to replace one or both gazebos owned by OPSA in time for the St Margaret's Fair was discussed. As the school has its own gazebo, probably one is sufficient for OPSA. **Jocelyn to discuss requirements with Becky Ellison.**

Jocelyn Sheppy and Kathryn Elliott said they will not be standing for re-election at the OPSA AGM on 25 April. Their roles on the committee, as Treasurer and Secretary, offer excellent opportunities to support OPSA's fundraising and social activities amongst Orleans Park parents. A full handover will be given. **For more information please contact Jocelyn (Treasurer), jocelynsheppy@hotmail.com or Kathryn (Secretary) elliott.kathryn@gmail.com**

9. Talk from Hilary Davies, Nutritional Therapist

Hilary, www.thenutritionkitchen.tv, gave an inspiring and very practical talk on how to support teenagers (and parents) to eat for maximum energy and concentration based on her 25 years' experience as nurse, nutritional therapist and mother of three. Hilary was thanked by OPSA and the parents who attended.

Formal Meeting ended at 7:30 pm. OPSA AGM is on Monday 25 April 2016 at 7:00pm in the School Library