

CALDAY ASSOCIATION OF PARENTS & STAFF (CAPS)

EGM Minutes

Monday 2 February 2015

Attendees

Mark Rodaway (Headteacher), Geoff Bosworth, Mark Seddon, Sandi Medagedara, Wei-Sum Leung, Laura McKechnie, Rachel McPherson, Sarah Hathaway-Wyke, Victoria Jackson, Ruth Simmons, Emma Green, Caroline Rowland, Andry Waterman, Joanne Kirkbright-Farish, Lynda Ellison, Wendy Giardelli, Johanna Wynne.

Welcome

Mr Rodaway opened the EGM and outlined the role of the school association, finances and proposed constitution. Mr Rodaway confirmed that the school is 100% supportive of the Calday Association of Parents and Staff (CAPS).

Appointments

Mr Rodaway welcomed the self-nominated Chair, Mark Seddon, to the front and handed the meeting over to him. The post of Treasurer was accepted by Sandi Medagedara and Wei-Sum Leung, who agreed to share the duty. The 4 parents interested in the post of Secretary - Laura McKechnie, Rachel McPherson, Sarah Hathaway-Wyke & Victoria Jackson - agreed to split the role and will discuss this prior to the next meeting. All those present unanimously agreed with the appointments.

The PTA-UK Constitution was proposed for use by CAPS by Caroline Rowland and seconded by Joanne Farish. All those present unanimously agreed that the constitution be adopted. CAPS is to be insured with PTA-UK, although this becomes void if the Constitution is changed.

Events

Suggested fundraisers include a comedy night, farmers market, summer fair, dog show, community Christmas meal and school ball. Mr Bosworth asked if the committee would run the quiz night in March, and it was agreed that this would be the first event in the CAPS calendar. An 'It's a Knockout' style celebration in July also requires organising for 700+ boys, equipment quoted at £4.5k. Furthermore, CAPS are to serve refreshments to the staff at the upcoming parent's evenings.

Mark Seddon emphasised the importance of gaining active CAPS members, and strong communication pathways between these active members and the staff and pupils.

Existing Finances

Existing 'pots' that may be spent on items or projects, that would serve the needs of the school, were discussed. The previous PTA bank account holds just under £10k. The Bennett Trust (set up to help support deprived pupils or those in adverse circumstances) has sufficient funds to allow for a proportion to be utilised, as does the Amenities Fund. There is a 100 Club with past pupils contributing monthly which requires updating or dissolving, and it was hoped that CAPS could look into this.

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Other Items

The Old Caldians Union (OCU) may be useful contacts for CAPS.

A CAPS@calday.co.uk email is to be set up. Social media was also discussed.

Next Meeting

Mark Seddon suggested that the CAPS framework, fundraising ideas and criteria for spending be discussed at the next meeting on **Tuesday 24 February 2015** at **7pm** in the school library.

The following meeting is likely to be held on a Monday at a different venue.

The meeting closed at 7.40pm