



14 September 2020

Dear Parent/Guardian

### **CESA Annual General Meeting**

Hello and welcome to a new, rather different, school year. We are writing to warmly invite you to join us at the CESA Annual General Meeting (AGM). This will be an opportunity for you to meet the current team, hear how much was raised over the last year and how those funds have benefitted our children. We are also excited to share with you our fund raising ideas for the coming months and invite you to share your ideas with us too. Critically, we'd love you to join us on the committee as funds are needed more than ever, and the more brains and bodies we have, the more money we can raise for our wonderful school.

This will be a virtual event, taking place on **Wednesday 16 September at 6:30pm**. The meeting agenda can be found at the bottom of this letter. If you wish to attend, please email [s.hopes@maidenerleghtrust.org](mailto:s.hopes@maidenerleghtrust.org) by midday on Wednesday and a link will be sent to you to join via Zoom.

You do not need to be a Committee member to attend the AGM, all are welcome, however, we welcome and encourage anyone who wishes to join!

If you are unable to join us on Wednesday, there are other ways you can help us:

- Volunteer to be on our "helpers list"
- Nominate MECE as your Company's designated charity
- Do you have a useful skill that CESA can make use of?
- Donate pre-loved uniform to be sold at our uniform sales, using the box in reception

If you are able to help in any way, please contact us at [cesasect@yahoo.co.uk](mailto:cesasect@yahoo.co.uk)

We hope to see lots of you on Wednesday and are excited for the year ahead.

Kindest regards

The CESA Team

<b>Agenda Item</b>	<b>Responsible</b>
1. Opening & Welcome	Graham & Andy
2. Safety	Suzanne
3. Close out from outgoing CESA Committee 3.1. Accounts 3.2. Funds Raised 3.3. Other	Graham & Committee
4. Incoming CESA Committee Ratification 4.1. Chairperson 4.2. Secretary 4.3. Treasurer 4.4. 3 members of the school	Graham
5. Moving Forward 5.1. Planned Events 2020 5.2. Meetings	Chairperson
6. General / Any Other Business	All