

PTA MINUTES

Meeting Title: Meadowburn Primary School PTA Meeting

Venue: Meadowburn Primary School

Date: Wednesday 24th August 2022

Time: 6.30pm – 8.00pm

Attendees- Mrs Doherty, Joanna Robertson, Gayle Don, Lianne Devine, Sarah McLellan, Kelly MacDonald, Mags Sproat, Siobhan McGuire, Siobhan Docherty

Apologies - Fiona Walker, Fiona Nelson, Grace Mair, Alyson McDade

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. Minutes	Previous minutes circulated via e-mail and accepted as an accurate record.	Mrs Doherty to upload to school website.
2. Vacancies	The position of vice chair is still vacant.	
3. Financial	Balance of account £6229.41	
4. Upcoming Events	<u>Disco 29/09/2022</u> Feedback from previous disco <ul style="list-style-type: none">- Some of the younger children found the music too loud and several wore ear defenders provided by the school	Gayle Don to purchase sweets & juice Gayle Don to contact David Hedley Lianne Devine to confirm with Ronnie Bell that he is able

- Specific jobs to be allocated to parent helpers as we had lots of volunteers and some would have benefited from direction
- Sign out was chaos with parents entering and exiting both main doors and leaving without signing out. In future prevent and children from leaving without an adult, when the adult has provided their details and signed out with PTA then they can be allowed to enter the hall and collect their child. Entry/exit main doors to be manned
- Details to be included on posters, reminder to bring water bottles, notice to parents that no children are allowed to walk home alone

Calendar

Gayle Don is happy to collate the calendar this year and will start work on it.

A theme of Pyjama Day has been decided upon for the photographs and Mrs Main will take the pictures again on Friday 7th October.

Christmas Hampers

Tickets will be sold through class again and also on the day of the Christmas Fayre where the raffle will be drawn. The admin to be shared as it was an onerous task for one person.

Lianne Devine suggested that the Hamper Content be mixed up this year as a lot of the hampers contained the same items ie several boxes of Fajita Kits or Past Sauces. We will stick with the themed requests for classes and then divide the items into assorted hampers.

Christmas Fayre 26/11/2022

Stalls to be sold – advertising on Facebook - Sarah

McLellan is happy to do

Tuck Shop – run by PTA

Craft Stalls for kids – run by PTA

Face Painting/Glitter Tattoos

Santa's Grotto – selection boxes – previous years were purchased from Home Bargains or B&M

Tombola – need gift bags

Entry Fee – how much did we charge?

PTA previously sold inflatable elves – investigate balloons, elves, Christmas glasses, hats etc

to provide music and lights.

Lianne Devine has volunteered to help organise the hampers again with assistance.

Gayle Don to message Sam McLean/Claire Hedley for information re previous Fayres eg number of tables, selection boxes and thereafter book trestle tables

Gayle Don to check with Lorna Woodward if she would be willing to sell inflatables or alternative for PTA

Joanna Robertson to investigate crafts and cost

Sarah McLellan to advertise for tables once quantity and

	<p><u>Quiz Night 05/02/2023</u> Garry Spence & Cassie have agreed to host a quiz night for the school on Friday 5th Feb 2023. They can bring a PA system and lights at a cost of £180 pounds and the plan is to have half an hour of dancing after the quiz</p> <p><u>Smaller Fundraisers Throughout the Year</u> Hallowe'en Competition, Easter Craft, Matchbox Challenge, Break the Rules Day?</p>	<p>cost are known</p> <p>Raffle prizes will have to be procured by the PTA and due to the cost etc we will have to try for quality prizes</p>
<p>5. Spending</p>	<p><u>Whiteboards</u> The school would like for us to fund 3 whiteboards @ approx £1700 each, which there was general agreement we would be happy to do when we have adequate funds, as the responses from the spending review questionnaire showed support for educational resources.</p> <p><u>Sports Equipment</u> In the short term we are looking to fulfil our £200 sports equipment commitment.</p> <p><u>Science Equipment</u> School made a request for science equipment which we thought £500 would be appropriate.</p>	<p>Mrs Doherty to look into cost of repairing playground basketball hoop</p> <p>Mrs Doherty to put orders through for equipment</p>
<p>6. AOB</p>		

7. Next Meeting	Wednesday 5th October 2022	Meadowburn Primary School Hall
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