

PTA MINUTES

Meeting Title: Meadowburn Primary School PTA Meeting

Venue: Online

Date: Wednesday 4th October 2023

Time: 6.30pm – 7.35pm

Attendees- Mrs Doherty, Joanna Robertson, Fiona Walker, Fiona Munro , Sarah McLellan, Gayle Don, Grace Mair, Mags Sproat, Siobhan Docherty, Rona Cargill

Apologies - Siobhan McGuire, Kelly MacDonald

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. Minutes	Previous minutes agreed	Mrs Doherty to upload to school website.
2. Financial	Balance of Account £5105.82	
3. Go Fund Me Feedback	From Joanna Robertson, total of £1442 raised after charges were deducted. Committee agreed to purchase final interactive board using funds raised.	Mrs Doherty to ascertain price of interactive smart board
4. Welcome Disco Feedback	£450 profit made. Joanna asked if a chill out zone could be a consideration as lots of kids are leaving the hall to stand in the foyer due to noise. Mrs Doherty advised that this would be extremely difficult to manage & supervise. Ear defenders are available for children who find it too loud.	
5. PA System	Alasdair Crawford of Auxillium IT Consultancy who has 2 children currently at Meadowburn approached Gayle Don and made the generous offer of a PA System for the school.	Joanna Robertson to include thank you in next PTA Newsletter. Mrs Doherty to facilitate photoshoot of the equipment being presented to the school and photo to be available to

	He has had discussions with Mrs Doherty to ascertain what the most suitable option would be and it is due for delivery in the next couple of weeks.	Alasdair Crawford for use in company media posts.
6. Hallowe'en Disco	Disco on 02/11/2023 Decorations were difficult to source and did not have much impact last year. Mrs Doherty advised that the kids won't miss them as they are so excited to see one another in costume.	Fiona Munro to source and purchase prize badges/rosettes. Gayle Don to restock sweets & juice and make disco bags
7. 2024 Calendar	Calendar photoshoot is on Thursday 5 th October 2023. Price to be increased to £7.50, sales letters hopefully in bags on 23/10 and orders to be submitted by Friday 3/11 Gayle Don advised that there is 1 advertiser space and she will seek to have this filled ASAP	Gayle Don to email calendar sales letter to school ASAP Mrs Doherty to arrange for the letter to be printed and distributed to pupils
8. Hampers	Eventgroove supplied last year's tickets. We require 15 fruit boxes, list of pupils by 30/10 & envelopes to be stuffed that week.	Mrs Doherty to ascertain current school roll. Lianne Devine will forward spreadsheet used last year. Rona Cargill will order tickets from Eventgroove
9. Christmas Fayre	Santa – Fiona Munro will not be at the Fayre this year and as Donald is usually Santa we need a replacement. E-mail appeal to parents Selection boxes – 105 required & 10 dairy free Reindeer food, better organisation of elves assisting. Agreed to purchase more elf costumes. Craft Room - £2.50 for 3 crafts which are structured rather than a free for all. Possibly include reindeer food but we would have to monitor the glitter.	Joanna Robertson to do email appeal to parents for Santa Gayle Don to source and purchase Siobhan Docherty to post appeal fro stallholders on

	<p>Stalls – 7 confirmed, we require 20 in total</p> <p>PTA stalls – tea/coffee/hot chocolate...should we consider juice...cans/capri suns?</p> <p>PTA Games stalls – instant wins</p> <p>Tombola</p> <p>Cuddly toy stall was a success at recent Scout Fayre</p>	Bishopbriggs Facebook pages.
10. AOB	<p>Thank you to Iain Macdonald for printing of posters and leaflets for Meet the Teacher evening.</p> <p>PTA recruitment coffee morning on hold as school are planning something similar.</p>	
11. Next Meeting	Wednesday 8th November 2023 @ 1830hrs	