

PTA MINUTES

Meeting Title: Meadowburn Primary School PTA Meeting

Venue: Meadowburn Primary School

Date: 23rd November 2017

Time: 7pm- 8pm

Attendees- Carol Craig (CC), Martyn Glancy (MG), Elaine McCauley, Claire Watson, Yaeger Major, Yvonne Stevenson, Jillian Claydon, Lynn Grayson, Fiona McInnes, Sam McLean, Fiona Munroe.

Apologies- Georgia Patterson, Diane Wright, Caron Doherty (CD), Fiona Walker, Aileen Macdonald-Haak

AGENDA	DISCUSSIONS AND AGREEMENTS	ACTIONS
1. Previous Minutes	Minutes from meeting dated 02/11/17 have been circulated electronically to all members and were agreed. Chair and Secretary position are currently vacant. New members welcomed	Minutes will be forwarded by Sam for update onto PTA section of school website.
2. Balance	Balance £6556.31 Table money has been collected for the school fair. Liability insurance is up to date. Georgia noted that the Christmas Fair is generating c.£500 less in profit each year.	
3. School Calendar	Calendars have still to be printed. A final reminder is to be sent out by email/ twitter/ facebook encouraging orders. If the calendars have still to be printed, orders may be taken at the school fair.	Reminders to be sent.
4. Mad Hair Day	This is to be postponed due to other activities within the school.	

<p>5. Christmas Fair</p>	<p>Jute Bags- agreed to order cream coloured canvas bags and royal blue jute bags. Agreed that these will be sold at £5 each.</p> <p>Mrs Craig advised that the infants department will be making Christmas crafts for super golden time. Additional items to be sold at the Christmas fair.</p> <p>Doodle poll has generated helpers for most stalls. Approximately 3 additional helpers are required for Santa desk, tombola etc.</p> <p>Kitchen access has been confirmed by the school.</p> <p>Georgia to buy tea, coffee etc.</p> <p>More raffle books required.</p>	<ol style="list-style-type: none"> 1. Tables to be ordered 2. Labels to be printed 3. P7 volunteers to be arranged by school- complete 4. Teachers to supervise the games room to be agreed. 5. Reindeer dust- additional bags to be made up by P7s 6. Doodle poll- Lynn to send this out.- reminder to be sent 7. Nut free options for selection boxes to be bought 8. Kitchen access to be confirmed by school.- competed 9. Hamper boxes to be delivered to school.- completed 10. Email request for donations to be sent to parents- reminder to be sent.
<p>6. Cinema Afternoon</p>	<p>CNP have confirmed that they will organise a cinema afternoon in January 18. Sam to confirm if this will be open to all children in the school and if the movie will be in Gaelic or English.</p>	<p>Sam to confirm outcome of discussion with EDC</p> <p>Sam to confirm details with CNP</p>
<p>7. Eco Project</p>	<p>Mrs Craig advised that additional top soil would be required. It was agreed that this would be ordered.</p>	
<p>7. AOB</p>	<p>Tesco school jumper- not proceeding with this option.</p> <p>Tartan uniform- costs requested for some items.</p> <p>Lost property- Parent Council suggestion that this could be sold by the PTA. It was agreed that further discussion is required about this but that the PTA could make this available for parents to look for lost property at future events.</p>	

Ready Steady Read	Didn't discuss this at meeting but adding so we don't forget option for doing this in future	
8. Next meetings	TBC	