

MINUTES

Meeting Title: Meadowburn Primary School Parent Teacher Association AGM
Venue: Meadowburn Primary School
Date: 04/06/2018
Time: 7:30 - 8pm

Attendees: M Glancy, A MacDermaid, Fiona McInnes, Yvonne Stevenson, Aileen McDonald-Haak, Lynn Grayson, Sam McLean, Georgia Patterson, Alyson McDade, Gayle Don, Yvonne Scott, Parent Council members: David Hedley, Labinder Sekhon, Shona McCarthy

Apologies: Fiona Walker, Fiona Munro, Christine Robertson, Mhairi Colston & Elaine McCauley

AGENDA ITEM	DISCUSSION & AGREEMENTS	ACTIONS
1. Minutes of previous AGM	Contents of previous minutes agreed	Proposed Aileen McDonald-Haak. Seconded Lynn Grayson
2. Chair Report	Vice Chair report 2017 - 2018 Chair – Vacant Vice Chair – Sam McLean Treasurer – Georgia Patterson Secretary – Vacant – Lynn Grayson undertaking minutes Lets co-ordinator – Yvonne Stevenson PTA Committee members throughout 2017 - 2018 Yvonne Stevenson Georgia Patterson Lynne Grayson Aileen McDonald-Haak Yaeger Major Samantha McLean Deana Greaves Jenny Jenkins Jillian Claydon Jackie Cinquegrana Elaine McCauley Claire Watson Diane Wright Fiona McInnes Christine Robertson Fiona Munro Fiona Walker Anne Henderson Gillian Stack	

	<p>Teaching staff: Mr Glancy Mrs Doherty Mrs Craig Mrs MacDermaid</p> <p>PTA members detailed above have all contributed in some manner towards the organisation and undertaking of events accompanied with additional support received from volunteering parents and carers. Extensive thanks are expressed to all members and volunteers for their hard work and dedication in order to make the events possible.</p> <p>A large number of PTA members will be standing down owing to children progressing on to secondary level. These members being Yvonne Stevenson, Fiona McInnes, Aileen McDonald – Haak, Diane Wright, Claire Watson and Anne Henderson. Heartfelt thanks are extended to each and every one of you for your hard work and support over the years. Particular thanks to Yvonne for Lets, Cupboard stocking, endless Booker runs etc, etc (I think the list is endless.) Personal thanks to Diane (and Joe Keenan) for their assistance with Calendar and leavers book production and Anne for both her assistance with the Christmas Fair and her background guidance for myself over this last year. Meadowburn Primary has benefitted enormously from your contribution and the PTA will very much feel your absence as will I with the support that you have provided me over this last year. Good Luck in your children's next chapter of education.</p> <p>Thanks also to Gillian & extended family, whose assistance at Christmas brought many a smile to the children's faces in Santas grotto!</p> <p>Some PTA members have needed to stand down during the year and our sincere thanks are extended to Jackie Cinquegrana, Jenny Jenkins & Jillian Claydon for your contribution to PTA matters and we do hope that you may be able to return in due course.</p> <p>Special Thanks also to Georgia whose hard work with the treasurer's position over the last six years is particularly commendable. You will be very much missed in this position for your capability and I do hope that the new treasurer will be able to seek some guidance from you.</p>	
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	<p>Going into 2018-19 members stand as being Georgia Patterson, Lynn Grayson, Deana Greaves, Yeager Major, Christine Robertson, Fiona Walker, Fiona Munro, Mhairi Colston and Sam McLean. Two interested parents are set to join us next year, Alison McDade and Gayle Don and I do hope that additional new members will be forthcoming, in order to ensure the level of support that the school depends upon.</p> <p>What we did / What we provided in 2017-2018</p> <p>Fundraisers</p> <p>The Christmas Fair, School Calendar, MacTuff Obstacle Course and various Discos were all successful fundraisers this year with Ready Steady Read also providing the school with a substantial amount for books. It has been noted that disco support within the upper school is diminishing and it may be beneficial to address this in the new term. The Summer Fun night is awaited and it is hoped that this will be well supported. Meadowburn bags have been purchased but have not been proving popular with parents presently.</p> <p>What the funds bought for the school and children</p> <ol style="list-style-type: none"> (1) Swimming Lessons (2) P7 Leavers Ties, book and event (3) Money for school class projects (4) Contribution to school trip and Ardmay buses (5) Fruit and Obstacle Course for Health Week (6) Large contribution towards new sound system – currently awaited (7) Teachers Stamps for classes (8) Contribution to Chess Club (9) Provision of funds for outdoor space (10) New books for class libraries <p>Ongoing Items</p> <p>Matters are still ongoing with the Council in order to progress line painting within playground with view to daily mile route then being provided as per Mr Mann's contribution to funds in 2016-2017. School Sound System is being replaced, hopefully asap.</p> <p>Summary</p>	
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	<p>This has been my first year as Vice Chair, a role that I felt I would be able to manage given a strenuous shift working occupation. However, without either a Chair or Secretary to support me, I have found the overall role I have needed to undertake, really quite demanding. I have tried to ensure that PTA members have all been made aware of Agenda matters in advance of meetings, with minutes circulated accordingly. I very much thank Lynn for assisting with undertaking minutes at meetings and for the distribution following, this assistance has been invaluable as has the doodle poll provision for Discos and events. I do believe better communication with parents in all forms, whether that be via school parentmail, facebook or general flyers is essential, we need to ensure that the PTA works together as a team moving forwards with this, in order to prevent individuals being overburdened.</p> <p>I appreciate the demands faced by all of us with family life and work been our priorities, I thank each of you for your help and support provided throughout the year, however big or small, without you the PTA would not exist.</p> <p>My thanks are also extended to Head Teacher, Deputies, teachers, office staff, pupils and also the janitors for their ongoing help and support with our events. Particular thanks to parents whose support we so very much rely on.</p> <p>I look forward to another successful year with the PTA in 2018 - 2019. Meadowburn Primary will be celebrating it's 50th birthday in August 2019, it would be nice to come up with a special celebration of some sort.</p> <p>Thank – you all for your ongoing support.</p> <p>Sam McLean</p>	
3. Treasurer Report	<p>Georgia provided Treasurers report to members:</p> <p>It has been another successful year for fundraising. The main fundraising events for us this year was the Christmas fair and calendar with a profit of £1745.38 and £840 and a combined total of £2585.38. Our Health Week sponsor of the adventure course was down again on previous years so we may have to look at the other activities that are going on within school around this time. EG Osborne books.</p> <p>The main expenditure was for both fairs and the Jute and canvas bags. We are currently sitting at a loss for</p>	

	<p>the bags -£742.78 but these can be sold at any time through the year. I do believe that we will make a profit on these.</p> <p>The PTA will start the next year with a balance of £8655.24 and there are already a number of large items that we have agreed to pay for. These include swimming lessons, new school sound system and the buses for the school trips.</p> <p>I would like to extend a huge thanks to all who have supported us this year especially Paul Whittet who audited the PTA accounts this year. Without the support of many this would not be possible</p> <p>Balance presently stands at £8655.24</p>	
4. Resignations	<p>Yvonne Stevenson, Fiona McInnes, Aileen McDonald-Haak, Claire Watson and Diane Wright will all be moving on with P7 children going to High School. During course of year Jackie Cinquegrana, Jenny Jenkins and Jillian Claydon have all stood down from PTA.</p>	
5. Elections	<p>PTA Office Bearers as follows:</p> <p>Chair – Sam McLean Vice Chair - Vacant Treasurer - Georgia Paterson Secretary – Vacant</p> <p>Chair - Proposed: Yvonne Stevenson, Seconded: Lynne Grayson</p> <p>Treasurer – No willing volunteers presently Georgia kindly remaining until willing volunteer comes forward. Proposed: Lynn Grayson Seconded: Sam McLean</p> <p>Other positions remain vacant at present.</p> <p>PTA Committee members for 2018-2019 Gayle Don - Lets coordinator Alyson McDade – Lets coordinator Fiona Walker Fiona Munro Christine Robertson Elaine McCauley Lynne Grayson Yaeger Major Samantha McLean Deana Greaves Georgia Paterson</p>	<p>To encourage members in new term to assist with committee positions.</p>

6. AOB	<p>Mr Glancy expressed his thanks to all PTA members for their hard work throughout the year.</p> <p>Finalisation of detail for Summer Fayre and P7 Leaver event took place outwith minutes of meeting</p> <p>Next PTA meeting: Thursday 30th August. 7pm</p>	
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