

PTA Meeting Minutes

November 29, 2016

Time: 18:00-19:00

Present: Louise Ward, Claire Miller, Lynne McGachy, Hazel Leitch, Belinda Graham, Ailsa Robertson, Lyn Brennan, Fiona Kane, Mrs Montgomery and Mrs Gillespie
Apologies: Caroline Barry, Beth MacLeod, Nicola Robertson. Janet Blackstock and Jill Aikman

1. Finance update

PTA Accounts:-

	£	£
Balance c/f	2071.13	
INCOME		
Krispy Kreme	301.45	
Disco	261.81	734.39
EXPENDITURE		
Donation to school	1800.00	
SPTC Extended Public Liability Cover	20.00	
KK doughnuts	181.84	
Tuck for Halloween Disco	97.24	
Gift to Mr Adams (delivery of screens)	12.00	
Disco Lights	18.31	2129.39
	Bank Balance to date	£ 605.00

Further Information:-

An Independent Assessment has been carried out on PTA Accounts and found to be in order.

PTA's next fundraising event will be the Christmas disco on the 09th December 2016.

During the meeting a cheque for £300.00 was passed to the school to assist with purchasing a portable projector screen.

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2. Teacher update

Thank you from the teaching staff with regards to changing the day/time of decision – making meetings

Wishlist Update

Another thank you from the teaching staff regarding the PTA donation of £1800 from PTA funds. The following items have been/will be purchased;

- £800 ring-fenced for school trips
- Five cameras purchased with additional memory cards, cases and card readers, all of which are being utilised well throughout the school. Spend £431.99.
- Transition gifts and Christmas party gifts. Spend £180.00.
- Wet weather boxes, which are expected to be completed and introduced from January 2017. Spend £350.00.

Nursery outdoor play area

The teaching staff thanked the local Community Association for their very generous gift of £2000. The school are now in a position to begin planning and purchasing the installation of large piece equipment previously identified.

Tesco bags of Help is on hold until other areas of development identified.

Updated Wish List

- Beanbags for school library (6) approximate cost £200.
- Portable projector screen for assemblies and services approximate cost £300.

Helpers with school events

- Christmas Cracker on the 2nd December. Helpers asked to run the raffle and man stall on the day (3) and to assist in tea room (4)
- Christmas Nativity – to serve tea/coffee and shortbread at each of the two Nativity performances on the 6th and 8th of December. Three helpers for each performance.

Parent helpers for each event will be agreed via email and forwarded to the school in advance by Louise Ward.

Christmas Foodbank Appeal

Claire Miller and Belinda Graham have offered to collect Foodbank items from the school and deliver to the Foodbank around the 19th December.

3. PTA Events

Christmas Disco on Friday 09th December 2016.

Hazel and Ailsa will organise the following;

- Purchase of tuck
- Purchase of selection boxes (150)
- Purchase of cups
- Purchase of a further disco light
- Prizes for the four corners game (4 Prizes)

And Isla and Zara will assist with music. Thanks passed to both of them.

PTA helpers on the night will be agreed via email and forwarded to the school in advance by Louise Ward.

4. Date of next meeting

Monday 16th January 2017 at 615pm. Hazel will do the let.

