

PTA Meeting (Fundraising & Events) Minutes – 20 September 2017

In Attendance: Nina Smith, Katherine Byrne, Andrew Blaikie, Jill MacPherson, Jenny Moffat, Ali Haines, Lauren Mackay, Amanda Roberts, Kat Girdler, Gill Christie

Apologies: Michael MacLeod, Eilidh Haston

Ali opened the meeting by welcoming everyone and thanking them for coming. Everyone introduced themselves.

Committee Nominations

Amanda and Gill intimated their intention to step down from the posts of Vice-Chair and Secretary respectively, having come to the end of their current term. As Treasurer, Michael is mid-way through his current term, but all other Committee positions were available. The following appointments were made, each on a two-year basis:

Chair – Ali Haines (Lauren proposed and Gill seconded)

Vice-Chair – Nina Smith (Ali proposed and Lauren seconded)

Vice-Chair – Kat Girdler (Ali proposed and Lauren seconded)

Secretary – Katherine Byrne (Lauren proposed and Gill seconded)

Parent Council Matters

At the Parent Council AGM last week, it was agreed to rebrand the Parent Council and all its splinter groups (including the PTA) under the Oxfangs Primary Parent Community (OPPC) banner. As a result, the PTA will become known as “Fundraising and Events”.

Going forward, it was thought good practice that all the accounts from all the parent groups should be audited annually, including Fundraising and Events. Ali and Michael to liaise with Richard Imlach/Ewan Stewart regarding finding a suitable person to audit our accounts.

Events

It was noted that the Parent Community and associated sub-groups combined are allowed 16 hours of free lets outwith school hours (after 6pm and at the weekend) for fundraising activities/social events/non-educational activities each year (year runs April – March). After this, a charge is made for hiring rooms.

The following dates were provisionally set for fundraising activities (subject to approval from school management team), although we are always open to new suggestions from any parent in the school and so will update the timetable as we go through the year as required:

- *Beetle Drive/Quiz Night* – agreed to hold both events in the New Year, dates to be decided nearer the time. The Beetle Drive is a suggestion carried forward from last year and the quiz night is to cover the requirement to hold at least one staff/parent social activity annually.
- *Tuck Shop* – 26-27 October and 2-3 November, this will require 8 volunteers for each of the dates (4 downstairs/4 upstairs) and we will use a sign up sheet to ensure sufficient coverage of both areas. Lower floor classes will be asked to bake first week, upper floor classes the second week.
- *Christmas Shopping Evening* – after much discussion, it was agreed not to run this event this year.
- *Nursery – P3 Christmas Party* – Wednesday 6 December
- *P4 – P7 Christmas Movie Night* – Thursday 7 December, agreed to trial this for older pupils instead of a Christmas party. Mr Blaikie to look into how we go about arranging.

- *May Fair* – 26 May 2018, Kat mentioned she has a photo booth contact who is willing to give us a discount.
- *New P1 parents social event* – it was agreed last term to run this to welcome new parents to the school. We ran out of time to discuss at the meeting, but it was agreed afterwards for Gill to speak with Louise Mercer to find a potential date.

It was agreed to send out a parentmail/newsletter with a note of what we raised last year, what it was spent on and our plans for this year.

Other

The Christmas card/mugs design sheets are with teachers and are due to be returned to Mr Blaikie by Friday 29 September. This should hopefully mean we have the proofs back from the company before the October break.

Katherine has been researching selling tea towels with self-portraits of the pupils on them to raise funds. We need to order upwards of 50 tea towels of each design to make it worth doing. It was agreed to do so by school houses as this would mean that siblings would all be on the one tea towel, making present buying for relatives easier.

Some parents have asked the school whether it was possible to have longer school ties. On looking into it, Image Scotland has said that the school would have to authorise an order of a box of 48 ties at a cost to the school of £108 (i.e. in addition to the money paid by the parents to order the ties). Parents would then order and pay for the ties through Image Scotland in the usual way. The school had asked whether the PTA were willing to fund this initial outlay. A straw poll was run on the Facebook page and the response was 15 said they would buy, 15 said they would not buy and 10 said they might at some later date. It was decided that this was not a sufficient level of interest to go ahead with ordering at this time, but when the current box of shorter ties ran out and the time came to re-order, we would be willing to fund the set up costs at that point.

Funding Requests

Gill asked for £100 to put together a mindfulness/meditation toolkit for classes to use to help children learn strategies to self-regulate their emotions/improve their mental health. The nursery has already successfully introduced mindfulness to the children and hold regular sessions. The kit would be held in the nursery but would be available for any of the teachers to borrow to use with their classes.

Date of Next Meeting

Next meeting – 25 October, 6pm, staff room, all welcome.