

Minutes from the Kelvindale Primary PTA Meeting

Wednesday 30th August 2017

Attendees: Allison Willacy (Chairperson), Sharon D'Arcy (Vice Chairperson) David Nicholls (Treasurer), Suzanne Barltrop (Secretary), Cathy Allan (Secretary), Ainslie Bradley (Marketing), Ciara Mc Laverty, Lil Rudebeck, Sarah McLean (Teacher), Bryan Montgomery (Teacher), Phillip Turner, Shiona McCubbin, Nick Bell, Mike McConnell, Kishore, Amanda Green

Apologies: Christina Nuala, Sorcha Dallas, Marcella McLlroy

Minutes	Actions
<p>1. Welcome</p> <p>The Chairperson (Alison Willacy) welcomed everyone old and new to the first meeting of the 2017/18 school year. Special thanks were given to all PTA members for their hard work last year.</p> <p>2. Previous Minutes</p> <p>If you spot mistakes in the previous minutes kindly send them to Cathy Allan for correction.</p> <p>3. Meeting Structure</p> <p>To improve the length and scope of meetings a proposal was made to use monthly meetings for updates from subgroups on planned events and the discussion of new fundraising efforts. WhatsApp will to be used by subgroups for the discussion of specifics of event organisation, such as purchasing plans for food and drink.</p> <p>The Chairperson proposed standardising meeting dates to last Wednesday of the month and this was agreed to by all present.</p> <p>Minutes from meetings will be send to DHT and the PTA Chair for checking before being sent to attendees for agreement at the next meeting.</p> <p>4. Treasurers Report</p> <p>The Treasurer (David Nicholls) reported the current account balance is £5,278</p> <p>Estimated expenditure for 17/18 (not including any requests to be made this evening) is £3,500</p>	<p>Suzanne to book all meetings for this term</p> <p>Cathy Allan to send to DHT & Chair</p>

<p>Income so far for 17/18 - Easy fundraising has raised £46.49 and has 64 supporters. It was agreed that efforts need to be made to highlight this way of raising money through WhatsApp parent groups and having a fundraising thermometer. Specific examples were suggested such as a £100 online Tesco shop gives ££ to the school.</p> <p>Based on requests from a previous meeting the Tuck shop and PTA sundries are now separate accounting lines.</p> <p>Bank account signatories – It was decided that David and Cathy will remain as signatories and Alison Willacy will replace Angela McLelland.</p> <p>Members were reminded of the PTA has a pre-paid card available for large purchases. Any expenditure can only be reimbursed if a receipt is provided.</p> <p>Thanks, were given to Suzanne Barltrop who kindly donated the cost of the let for the Summer Fayre. Profit on the Summer Fayre was £2800.</p> <p>Accounts will now be closed in June to bring the PTA finances in line with the academic year.</p>	<p>Parents to send a link through WhatsApp groups</p> <p>David to contact bank for forms. Alison and Angela to sign.</p>
<p>5. School Requests</p> <p>Amazon wish list for Golden Time Resources – Only 2 parents purchased items from Amazon and £271 was raised from the games event leaving a balance of £407.42 on the Wishlist. Sarah McLean stated that Glasgow City Council will now pay for Sumdog this year and the PTA agreed to trade this amount for the remaining balance on the Wishlist.</p> <p>New Curtains for the Hall – Sarah McLean put forward a request for replacement of the blue curtains, black curtains and new railings at the cost of £3800. There was a great deal of discussion as to why this has not been included in the refurbishment as some parents felt this constituted part of the fabric of school buildings. It was proposed this was raised at the Parent Council meeting as they also have funding and deal with the refurbishment.</p> <p>iPads – Glasgow City Council will be funding iPads for all P5-P7 students. The School would like the PTA to purchase 10 iPads for the rest of the school. There was some discussion over leasing the</p>	<p>Alison to order the remaining items</p> <p>Sarah to find out if the council has been asked about this. Ciara to email the Parent Council as an agenda item for their meeting.</p> <p>Tech Subgroup to form and report back.</p>

iPads as technology quickly becomes obsolete and damaged. A Tech Subgroup has been formed with Nick and Sarah looking at what they plan to use the iPads for and if alternatives such as Kindles could be used. David and Sarah to research leasing as an option. Phillip to check what other schools have done.

6. Event Calendar and Fundraising Ideas

It was proposed that events and activities are linked to specific school requests such as the Games Afternoon for Golden Time Resources..

A procedure manual with a 'How To' for each event is being created. It is hoped this will allow for more understanding and delegation of activities.

See section 8 for further discussion of fundraising ideas.

7. Publicity

PTA Facebook Page – We currently have 112 followers on Facebook

8. AOCB

Previous Fundraising Structure Discussed

P1 Coffee Morning (August). This was held during the first week of term and proved a great success.

Meet the Teacher Cheese and Wine (September 14th) to be organised by Ciara, Suzanne and Ainslie.

Adult Fish & Chip Quiz Night (October) – To be organised by Cathy, Lil, Mike and Amanda.

Infant Magic Show (November) – To be changed to a Disco. Suzanne and Sharon to organise.

Christmas Fayre (1st Saturday in December). Sharon to work on the Auction wall, Alison to help with stalls.

Christmas Cards etc. (September to November) – To be organised again by Angela with the help of Laura Calder and Ainslie. Pens were requested by the school for the cards

Current stocks of alcohol in the dunny to be assessed. (Now completed by Alison)

Pens to be purchased. (Completed by Alison)

Suggestions for Other Events

Tesco tokens. Efforts to be made to expand this to Waitrose and Asda as well.

Table top Craft Sale was suggested before Christmas. (Early November)

It was agreed to further discuss the suggestions below at the next meeting:

Silver Smarties

PTA give each child a tube of smarties, they do a good deed to earn 20p to put in the tube and return by certain date. Optimum is £12 per tube

Joke Competition (tie in with Halloween)

Children submit jokes for a set donation, best joke per class is read out at assembly

Joke Book (tie in with Halloween)

Children submit a joke for a set donation, these are collated into a book with the first name of the child who submitted the joke and then sold to the children

Bag 2 School

Company send out large collection bags for families to fill with unwanted textiles. Company collect on pre-arranged date and pay per weight www.uk.bag2school.com

Old DVD's, CD's and video games (after Christmas Fayre and ongoing fundraiser)

Scan in bar code using app on smart phone, prices vary depending on item, minimum of 100 items worth £5 to qualify for free P&P. www.musicmagpie.co.uk

Children's art exhibition

Football scratch cards

Kelvindale Treasure Hunt and BBQ

Sponsored walk of the West Highland Way

Dance-a-thon

Suzanne to follow up

Shiona McCubbin and Alison and Lindsay McMorrow