

Minutes from Kelvindale Primary PTA Meeting
Wednesday 26.04.23
Held via Microsoft Teams

Attendees - David Nicholls (Treasurer and Chair), Sanita Vetra, Sheila Thompson (DHT), Sarah Watret (DHT), Clare Henry, Sorchia Dallas, Francesco Baldini, Jo Aikten.

Apologies – none.

Minutes	Action
<p>1. Welcome by David, previous minutes Sheila approved previous minutes from 29.3.23.</p> <p>2. Treasurer's report (David) David shared the account by email before the meeting. Updates on disco event (made ~£600 combined with Halloween one) + some large items paid for (Trim Trail ~£500, Mural Art ~£800). Now £9,641 in the bank</p> <p>3. Code of Conduct/fund use (Sorchia) Update on final draft circulated. Discussion on how to define PTA membership and thereby right to vote. General consensus to keep PTA open to all parents/carers but also need to define who can vote at each meeting (for example people attending). Clare suggested that specific meetings with large spends should be highlighted to have more parents/carers involved and voting. Sarah also sees an opportunity of having specific target dates/meetings for large spends would help the school to plan in time. Clare agrees on the 'not accruing principle' but made the point that spending everything every year might be risky. Sorchia made the point that money specifically raised for a project should be spent for it and not accrued. David suggested that funds should not be below £1000. Discussion on making social events happening for PTA group.</p> <p>4. Mural art update (Sorchia) Final payment to artist made. Mrs Roulston suggested Thursday 1st June as unveiling day. Feedback from pupils requested. Sorchia suggested to find volunteers to take photographs, otherwise smartphone photos would be an alternative.</p>	<p>Sarah to upload past minutes. Francesco to share new minutes asap. Sanita to add to website.</p> <p>Sorchia to update the code of conduct.</p> <p>Sorchia will look for a photographer.</p>

<p>5. Outside planters and Outdoor improvements (Sorcha) Playground well used at the moment, Sheila discussed on need to have free play zone vs different zones divided by planters. Plans for changes under discussion in consultation with Glasgow City Council. Roof will have to come off the 'outdoor class'. Six timbers are bolted to the ground. Identified zone to have a quite area for some children (e.g. outdoor library).</p> <p>6. School update on Trim Trail progress (Sarah) Trim Trail looking good and dry at the moment. Children enjoying and respecting the new trim trail. Will be launched on Monday and a rota created.</p> <p>7. School update on football PVGs (Sarah) Sarah mentioned Mrs Hardie is looking into them.</p> <p>8. Oi Book update for P1s (Sanita) Some books purchased, some still to be ordered (~40-41). Sheila ordered previously as packs and happy to do again. David pointed out this was what was agreed, so extra needed books need to be booked.</p> <p>9. Leavers hoodie update (David) Everything on track. School has them all and orders will be activated next week by Bar 1.</p> <p>10. Spring disco (Clare/Ainslie) Ainslie covered it. Feedback from Ainslie: 10 minutes turnaround suggested between session. More time to promote. Some did not have cash, parents expected card reader was available as previous events. It happened on EID, so need to think of date in line with wider cultural events, more staff required. Some discussion on which children can go home on their own and who can't. General consensus from teachers is that even P7s should not go back home late at night (7pm); this should be reinforced for future events. Sheila asked if more helpers in future are available (this time only 2 parents helping –</p>	<p>Sheila to continue consultations.</p> <p>Sarah to share photos of the trim trail.</p> <p>Sarah to follow up on this.</p> <p>Sheila to check on how many needs to be ordered and order them.</p>
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<p>and 4 member of staff). Children had a great time. David on the card reader: next time we should try to use it.</p> <p>11. School requests Two items requested: 40 books = £135.92 (20 texts already purchased by the PTA) Ties: 60 x £4.95 = £297 General consensus for books, but not for ties. Sorcha also mentioned PTA should encourage second hand uniforms. Sheila mentioned previous requests have been ordered. Sarah £54 wheelie boxes for playground (offer from ASDA) was supported.</p> <p>12. Summer fayre discussion (Sanita/David/Jo) Jo will lead the summer fayre. 10th June 10am to 2-4 pm (let 12-5pm). Jo asked which rooms to book: gym hall, assembly hall, all rooms at ground floor agreed + access to kitchen. Discussion on different events. Second hand toy stall agreed. Sanita suggested to try to run tombola for longer (having more stuff in + have less win per ticket). Jo asked if room for toys and tombola present can be kept in school. Sheila thinks it's possible but not earlier than one week before the event. Sanita volunteered to run on the day (find raffle tickets, but not much time to organise steps before the event, e.g. request stuff). Timeline to advertising: proposed 4th May and a reminder after 2 weeks. Silent auction agreed not to have it. External venders/stall: general consensus to have face painter professional and ice cream van. Sanita mentioned having external venders is a good idea but with sustainability in mind. Discussion on how to contact venders and suggested to ask Sorcha and start with previous events' venders. K Factor will be run by teachers.</p> <p>13. AOB Sheila suggested a playground tiding up and pencil a date for it.</p>	<p>Jo to organise and find volunteers (24 for 12 activities). Sheila will organised email out to parents/carers.</p> <p>Sarah will get back to PTA via email with a proposed date for the tiding up.</p>
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<p>Clare requested let for disco and took a long time (~5 weeks); to bear in mind for future events.</p> <p>Sorcha suggested to place two lets one for summer fayre and one for playground tidying up.</p> <p>Clare mentioned that upon booking the payment is requested, so need to make sure the event will happen when planned.</p> <p>Next PTA meeting will be on Monday 22nd May 7:30pm via Microsoft Teams.</p>	
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