

PTA MINUTES

DATE: 26th of September 2018

ATTENDEES: K. Mitchell, H. Mercer, M. Campbell, F. Curran, L. Farrell, H McVey, L Wylie, S. Wood, M. McKinnon.

APOLOGIES: H. Brunton, A. Currie, C. McMaster. J. Lowrie, A. Carr, A McColl, L Dorrان, A McCuskey, B. Clark, P. Campbell

TOPIC	DISCUSSION	OUTCOME/ACTION REQUIRED	ASSIGNED TO	DATE
Previous minutes agreed				
Treasurer's report	64 members of the 100 club. After taking into account winnings this will make £234 over the year for the PTA.			
Calendar of Events	<p>HM gave an overall Calendar of events for the whole year. Some dates to be confirmed. Discussion on individual events highlighted.</p> <p><u>Halloween Disco</u> AC has agreed to co-ordinate disco this year for P4-7 on Thursday 1st of November 2018. P4-5 6.30pm until 7.30pm P6-7 7.45pm until 8.45pm</p> <p>Flyer</p>	<p>Decided to have another meeting to discuss disco in more detail as a lot of PTA members not present.</p> <p>Mrs Woods going to organise a Flyer to be sent out to P4-7 parents highlighting Disco and times.</p>	<p>AC</p> <p>SW</p>	

		The flyer also to include asking for parental helpers to sign up via PTA Social.		
	P1-3 Halloween Parties to be organised by Teachers on the 31 st of October 2018	H McVey providing apples for these parties.	H McVey	
	Hall let to be organised from ?	SW going to get back to LF to organise let regarding times etc to set up hall and take decorations down.	SW LF	
	GDPR – Discussion on how to organise the signing in and out of parents dropping their child off at disco.	SW going to contact Jan Pollock QIO at East Dunbartonshire Council regarding best way to do this.	SW	
	Golden Rules – Discussion on providing helpers with Golden Rules as last year concerns were raised regarding helpers not knowing what to do.	SW going to type up HF Golden Rules and provide them to PTA to be given to helpers at this event.	SW	
	Tuck shop	Need someone to organise tuck shop	TBC	

	<p><u>Hot Rolls</u> To be sold after mass of enrolment</p> <p><u>Christmas Fayre</u> Going to be co-ordinated by Fiona and Lesley this year on Saturday 8th of December 2018 12pm until 3pm.</p> <p>Food and Drink – Planning on having just hot dogs, tea and coffee and home baking as this means we don't need use of ovens hence employee any members of canteen staff.</p> <p>Class Crafts – All teachers have chosen class crafts and list given to FC to order.</p> <p>Stalls – Merchandising group are considering having a slime stall. JL says she is happy making a lucky dip Christmas bags. Planning on have mostly outside stalls with a stall being £20 and £25 if they would like to have a table with it. Maybe have outside stalls in stage area.</p> <p>Fairtrade stall.</p>	<p>SW to contact PC about date for this.</p> <p>Discussion on having mulled wine as other schools have this. HM to discuss this with BC.</p> <p>MM willing to contact Starbucks at the Fort to see if they are willing to provide up with Tea and Coffee</p> <p>MM going to contact Tesco to see if they will provide the rolls again.</p> <p>FC to order class crafts</p> <p>Discussion on having a Christmas bobble tree for children and lucky dip Christmas bags for adults. Ask JL is she is happy making both.</p> <p>SW going to check to see how many tables the school have.</p> <p>MM willing to organise a Fairtrade Stall – She is going to contact a variety of places.</p>	<p>SW PC</p> <p>HM BC</p> <p>MM</p> <p>MM</p> <p>FC</p> <p>LF JL</p> <p>SW</p> <p>MM</p>	
--	--	--	--	--

	<p>Santa's grotto – to be held in Head Teacher's office. Still to decide if we need one or two Santas</p> <p>Games – Have the games that were lent to St. Ninian's come back to Holy Family Primary School yet?</p> <p>Christmas jumper day – Friday 7th of December School going to hold Christmas jumper day in return for an item for the tombola stall.</p> <p>As we will need to organise things for the fayre on the 7th of December SW going to find out if we need a let for this.</p> <p><u>Christmas Cards</u> KM is in contact with SW regarding this year's Christmas cards.</p> <p><u>Snow Ball / Disco</u> Discussion on having a disco on Thursday 31st of January to include P1-3.</p>	<p>HM to contact HB about this</p> <p>SW to make up a flyer for this.</p> <p>SW to find out if we need a let for setting up fayre on 7th of December.</p>	<p>HM HB</p> <p>SW</p> <p>SW</p> <p>KM SW</p>	
--	---	--	---	--

	<p><u>Family Fundraiser/ St Patricks night</u> Date TBC. Maybe have it in Gravity Suite.</p> <p><u>Mothers Day Secret Room</u> Date TBC.</p> <p><u>Sponsored Assault Course</u> Date TBC and maybe have it with the Army Cadets.</p> <p><u>Ladies Night in the Miners</u> Date TBC</p> <p><u>Fathers Day Secret Room</u> Date TBC</p> <p><u>? School Show Raffle</u> If there is going to be a School Show we will do a Raffle. If not we may do a Raffle at Sports Day.</p> <p><u>Speed Networking</u> MM suggested that the School were planning on having a Speed Networking (asking parents to come in and speak to pupils about their jobs) and maybe the PTA could be involved in this somehow.</p>			
--	--	--	--	--

Grant/Trust Applications	<p>H McVey has identified 10 funds to look at however is requesting guidance on what the school wants and needs are. H McVey would like to know everything that has happened historically regarding applying for funds so not to duplicate anything and would like to know PTA Charity number and list of Trustees.</p> <p>Need to be in contact with Parent Council and find out if they have any thoughts on this too.</p> <p>H McVey also stated it would be a good idea for all primary PTAs in local area to get together and fundraise for a common goal e.g. A School minibus that can be booked out and used by different schools at different times.</p>	SW is going to look at all the historical grants and future needs and wants for the school and be in contact with H McVey.	SW H McVey	
100 Club	<p>October's draw taken place</p> <p>1st prize 93</p> <p>2nd Prize 6</p> <p>3rd Prize 82</p>	<p>Inform winners and distribute prizes.</p> <p>List of winners on Facebook</p>	<p>HM/MC</p> <p>JL/CM</p>	
Storage and Inventory Date	<p>KM planning on taking an inventory of PTA items in School on Monday the 1st of October 2018.</p>	<p>If any member of PTA has anything at home can you please let KM know.</p>	<p>KM</p> <p>All</p>	

AOCB				
------	--	--	--	--

DATE OF NEXT MEETING: TO BE DECIDED