

Session 2015 - 2016

Minutes of meeting held on 12th January 2016

Welcome: **The meeting opened at 7.00pm**

Attended by: Gordon Lawless (GL), Lisa Duncan (LD), Jonathan Balloch (JB), Alison Drackford (AD), Catriona Currie (CC), Amanda Rennie (AR), Louise Simpson (LS), Sara Louise Johnson (SLJ), Ann Bateman (AB - Head Teacher), Stacey Collier West (SCW), Eilidh Macleod (EM)

Apologies: Lesley Sanson, Sandra Harris (SH), Jill Dickson (JD)

Next Meeting: **2nd February 2016 @ 7.00pm**

Minutes of Last Meeting: 1st December 2015

Matters arising and New Matters

Welcome

JB welcomed everyone to the meeting.

Minutes of Last Meeting

Minutes of meeting dated 1st December 2015 were accepted – Proposed by JB Seconded by CC

Financial Overview (AD)

AD reported the following event financial reports. The Christmas disco raised £382 which was a bit down on the previous year. We felt this was down to being a week later than normal so would aim to have the Christmas disco earlier in December for this year. We set the date for 9th December. The Nursery tea-towel sales were £330. A good result and we could have sold more than we had.

Gordon is scheduled to meet with the School on Friday 15th Jan to discuss the spending plans for the PTA. AB provided an update on the stationary situation. AB made it clear that there was never a situation where the school children were short or deprived of the resources they needed. The school had the equipment it needed. Granted, there was a risk that finances were so tight that replenishing stationary may not have been possible but at the start of January, the council has freed up budget to allow the school to replenish stationary as it usually does each year. This has alleviated the risk on stationary. AB also informed us that the nature of the stationary being used by the kids on a daily basis meant the school has to procure it through the School and Council approved suppliers. AB also mentioned that the school continues to operate in an open and share format which mean the concept of allocation money to each class would not be appropriate. The PTA accept this and agree that the open and shared approach is working well. CC asked for one exception to this where the Nursery had raised specific money from the tea towels and she had been in discussion with the nursery as to how they can use it to specifically support the nursery. AB was agreeable to this.

The meeting will go ahead on Friday 15th and Gordon will listen to ideas from the school on how the PTA can help and we will also review the List of ideas CC had gathered from pupils and parents. AB mentioned a Maths Resource that would be very useful to the school.

Past Activities

Christmas Disco

Refer to the notes above as part of the financial report. Christmas Disco raised £382. We will schedule next Christmas Disco for one week earlier, the 9th December.

ACTION: GL to confirm all of the Disco bookings...

- Easter Disco – 18th March
- P7 Leavers Disco – 15th June
- Summer Disco – 17th June (A date change)
- Halloween Disco – 21st October
- Christmas Disco 9th December (A date change)

Future Activities

3 Kings Night

5th February 2016 – Robbie Williams & Michael Buble

GL has prepared the tickets and a tracking list. Only 2 tickets have so far been sold on the back of the bag drop in December. Including other tickets sold, we currently only have 12 committed to the event. All are encouraged to push the sale of tickets. Ideas to help include ... GL and other to be available at School drop off and pick up (we will have a board to publicise the event) ... JB will ask the Parent Council to push some ticket Sales ... The School will do a Text and Twitter message to support ticket sales (GL to have wording on Friday) ... The Newsletter will bag drop next week and will have a submission form for tickets on it.

Raffle prizes are in good shape. We have the Golf outing as an auction prize. JB to ask the 3 Kings to see if it will donate a table for a future event as they did last year. LD will purchase a Signed Falkirk football. JB will investigate a few other options.

It is £15 a ticket. The PTA get £5 from every ticket. We are aiming to sell 150 tickets.

Summer Raffle

This will run with a shared ownership. CC will start to organise the raffle tickets. The usual format, 5 tickets per book ... two books per child so approximately 1200 books required. The Raffle will be drawn at the School Summer Concerts which are scheduled for the 8th June. JB will look to local businesses for additional prizes and he is happy to be the names person for the raffle and therefore cannot take part in it. GL & LD are happy to help as required.

Easter Disco

To be discussed at next meeting.

Newsletter

CC had sent out a draft of the Newsletter. All agree the content was good. CC to update with the Christmas Disco & Nursery Tea Towel totals. CC to add a note to say that the P£ pupils would move to the later time for the summer disco. This helps even the numbers as we have the Nursery joining the first disco. CC will also add a note about subscribing to the PTA web site.

Social Convenor

No issues to report. LS has let's book up to summer and will book post summer when the booking can be made.

School Update

Refer to the Financial report above for details on PTA spending thoughts / plans.

AB reported that school has settled well after the Christmas break. The Nursery campus is now open with babies and 2 year olds settled in too. AB reported that the school has not got a replacement Janitor yet. The Janitor role is currently under review by the council and as such all Janitor recruitment is on hold. Until this is lifted and a new janitor is in place, the school continues to cover the best they can.

Correspondence

GL reported that the front Web page had been updated to reflect the latest event.

PVG – JB confirmed that we are now enrolled with Venture Scotland. JB is the named person and GL was willing to be the person to help get JB approval for the role. JB issued forms to all committee members to complete and return. These will be submitted and JB will be able to approve / confirm our PVG status.

AOCB

Christmas Fayre (2016) – Agreed the date for the next Christmas Fayre as Saturday 19th November

PTA T-Shirts – JB has a price of £9 per tee-shirt We agreed green with white text. Possibly the school logo. JB will buy a range of sizes and fits (if possible).

Thank You gift to Santa – JB delivered a thanks you gift to the Santa from the Christmas Fayre. He was delighted.

School Uniform ... Trutex versus Tesco – CC asked if the school received and funding from Trutex? AB would ask and find out. If not, CC would like to look into the Tesco option where a percentage of sales comes back to the PTA.

School Labels web site – CC has connected with the School Labels site and 20% of sales comes back to the PTA. GL will add a link to the PTA web site.

St Margarets PTA Thank You Cards – No update but still a good idea. EM will coordinate the creation of cards in the school.

Date of next meeting to be **1st February 2016 @ 7.00pm**

Meeting Closed at 9.00pm

Prepared GL 13/1/16