

St Margaret's Primary School Parents Teacher Association

Session 2017 – 2018

Meeting Monday 4th June 2018

Welcome: The meeting opened at 7.00pm.

Attended by: Catriona Currie (CC), Gordon Lawless (GL), Lisa Duncan (LD), Alison Drackford (AD), Yvonne Stuart (YS), Lee Conway (LC), Jen McAlpine (JMCA), Amanda Rennie (AR), Louise Simpson (LS), Sara Louise Johnson (SLJ), Ann Bateman (AB) Head Teacher

Apologies: Stacey Collier-West (SCW) ... and other staff members as they were busy with the School show

Minutes of last meeting

Minutes of meeting dated 23rd April were proposed by AD and seconded by YS

Financial Overview (AD)

AD reported that the cheque for the playground equipment had been paid to the school. This was for £20k. Indications are that the raffle will raise over £1500 meaning we will be over £8000 raised this year.

LD reported she has online approval for the PTA bank account. YS has the form signed and will progress the approval stages.

115 Club Draw

The 115 club draw was made. Results are...

(numbers are accurate ... but apologies if any of the names are not spelt correctly)

Prize winners...	1st = £30 2nd = £15 3rd = £15
May –	1 st prize ... 39 – Jennifer Roskilly
	2 nd prize ... 20 – Sandra Harris
	3 rd prize ... 22 – Vicky Donney

This was the last draw of the year. The PTA agreed we would run the Club Draw again next year. We will indicate on the instruction that prizes will only be paid via a cheque or by bank transfer. We will not handle cash payments.

We also discussed the need for a PTA Privacy Policy for the personal information we hold. GL will investigate, draft a policy and post it on the web site for next year.

Activities

- A few PTA members and friends completed the rotary club hill walk. Fun was had on a very hot day and they managed to raise approximately £260 for the PTA. We plan to promote the event again next year.

Future Activities

- Summer Raffle
 - CC thanked everyone for the efforts in raising prizes. We have 37 prizes this year and the list is very good. The draw will be made during the School Shows on 5th June.
- Crazy Hair Day

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- Confirmed a date of Thursday 21st June as Crazy Hair Day and noted that it was the same day as the Big Walk. LD will organise some prizes for the craziest hair styles.
- Summer Disco(s)
 - The Summer school disco will go ahead on 22nd June. Bag drop will be Monday 11th June
 - GL confirmed the DJ is available and will check one more time as it will be the first disco for this DJ
 - GL will do a stock take and a booker run for the disco. LD will assess non-food stock levels (punch balloons etc)
 - The P7 Leavers disco will go ahead on 27th June, 6pm to 8pm. GL will inform the DJ that he will get both payments at the first disco
- Smarties Tubes
 - Proposing to give every pupil a tube of smarties at the start of next term. The idea is they fill it with coins and return in 4 or 5 week later
 - Possible make this a class average type competition
 - GL to investigate the cost of smarties from booker
- Bingo Night
 - We are planning another bingo night in September
 - We are proposing Friday 21st September for the bingo
 - We are proposing Friday 7th September as dress down day to raise the chocolate for bingo prizes
- Christmas Fayre
 - Christmas Fayre is set for Saturday 17th November with access on Friday 16th to set up. LD to book the lets
- Halloween Disco
 - We are proposing Friday 2nd November for the Halloween disco
- Christmas Disco
 - We are proposing Friday 7th December for the Christmas disco

Newsletter Update (CC)

CC reported the June Newsletter is being drafted. CC will share for review when it is ready. It will summarise the PTA year and be in a bag drop before the end of term.

Social Convenor Updates

LS will look to book the dates for next term(s) based on the future activities above

Schools Update

AB reported that the school and the pupils were delighted with the new playground equipment. The installation is complete, and all pupils have had the opportunity to play. Many of the staff and PTA members have managed to have a play too.

AB also reported that they have already had an incident of broken glass in the equipment area. It is very frustrating, and AB encouraged any parent witnessing any such behaviour out of school to contact the police. The school have asked for Falkirk Council assistance with an outdoor style hoover for such incidents.

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Correspondence (secretary)

GL reported that he had provided his email address to allow access to the school web site. AB confirmed it was good to go. SLJ would ask Stacey McAllister to contact Gordon with details. Gordon will re-build the web site over the summer.

AOCB

PTA Roles - As CC is stepping down next year, LD has approached Jill D to cover the role. It is hoped the PTA will get some new members for next year.

Connect Membership – GL have the Connect Membership from in. He will take out the 4 star cover as we had last year. GL will attempt to organise payment electronically.

Date of next meeting – 3rd September Start at 7pm. NOTE: this will also be the AGM

Meeting was closed at 8.30pm