



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of PTA Meeting 9th June 2015

PTA Members Present

Brent Hurley (BH) – Chair, Wendy Zwart (WZ) - Vice Chair, Silvia Martocchi (SM) – Treasurer, Dawn Graham (DG) – Secretary

Vicky Abercrombie (VA), Ailey Aitken (AA), Clare Dow (CD), Charlotte Flemming (CF), Sarah Harris (SH), Elaine MacMaster (EM), & Rehana Shanks (RS).

Apologies

Blanca Kerr (BK), Katarina Lauder (KL), Fiona McKay (FM), Fiona Railton (FR), Sonja Ranson (SR) & Nikki Watt (NW).

Actions

- General action pertaining to one or two individuals
- Action for Rehana Shanks
- Requires all PTA members to consider

1. Welcome and Apologies

BH welcomed all those present and made apologies for those unable to attend.

2. Minutes and Actions from previous meeting

Actions were completed and those incomplete were discussed during the meeting.

Update the PTA on what FOOTBALL EQUIPMENT is required	AR	Still to do
PLAYGROUND EQUIPMENT - Buy 2 pumps to pump the playground balls	SM	- One bought - School to buy more
ACTIVE SCHOOL VOUCHERS - Ask Jennifer of the Church Office to make a box for kids vouchers	SR	- Church office ok - No vouchers at the moment
FIRST AID KITS - Set location - Consider adding the checking of first aid boxes within the school's annual procedure - send a draft version of the EMERGENCY PROCEDURE to the PTA members when the location of the first aid kits are set.	RS RS KL	- 1 cupboard main hall, other gym hall - Still to do - Still to do
NURSERY UNIFORM SALE - Make a flyer - Distribute flyer	CD TK	All done, £ 138 made.
ONLINE UNIFORM ORDERING - Ask TK to send out new email notification	SM	Done
P1 PARENT AFTERNOON - Letter to be sent out this Friday: info nursery uniform sale and new uniform ordering system to be added - PTA presentation	SH & RS BH	Done Done, presentation also about Parent Council, contact with Sally Cavers Who else will be at P1 afternoon?



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ask about HIGH SCHOOL BLAZERS	RS	Still to do
RETIREMENTS – PTA will arrange collections	BH => WZ	- Joined collection with Parent Council - WZ to write a letter
PARENT TEA PARTY - Organise catering (school organising this not PTA)	RS	Done
FIELD - Contact Parent council and local councillor - Provide bullet points summarising current situation to BH - Draft a letter	BH & SC CF CF	See minutes
CHRISTMAS CARDS – Sent action points to RS	WZ	Still to do
TOMBOLA AT GALA - Letter to send out to parents - Boxes for donations 28 th May - Buy raffle tickets	WZ AA WZ	All done, we don't know yet how much money was made. Many visitors.
AUTUMN FAYRE - Think of fresh ideas for the 2015 event ready for June meeting	ALL	See minutes
FUN RUN - Think of ideas to involve the P6 & P7 - Look for funders for medals, water etc. Maybe Decathlon	ALL CD	See minutes

3. Treasurer's Report

Balance on PTA Account is currently £27,789.72

Balance on the Gift Aid bank account is £11,714.24

TOTAL: £ 39,503.96

About £26.220 will have to be kept aside to pay for

1. the field drainage work (£25000),
2. Clubs lets and coach fees (£1120)
3. Thrift shop ties (£100)

This leads us to a **NET BALANCE** (PTA & Gift Aid) **£13,284.46**

Still missing: payments for Karate, Chess and Basketball Clubs.

4. Projects

FIELD

- CF has contacted Gavin (from Sportsmasters). If we have an ok of the Council and give him a date, he can start.
- CF and RS to hand form to Andy Grey so he can sign for a GO!
- CF to mail Judy Shaw
- RS to talk to Bill Henderson on Monday.



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5. Funding Requests

CLUBS

Amanda Russell funding requests (Football Club):

1. P7 end of year medals: £63.90
2. tournament at the start of August, participation fee of £30

SCHOOL

- sound system: will proceed in August
- Smart boards removal from High School huts to Dean Park: £ 2000 => PTA agrees

6. Fundraisers

FUN RUN

- Upper school difficult to engage: lower school to ask prefects?
- Winning points for school houses, points for finishing
- Incorporating training at school
- Same routes as before
- Money for medals from C&B News? EM to ask C&B for sponsoring.
- Water from Carol Saunders, Highland Spring
- Poster: CD for text & SM for photos
- First aiders needed: request in newsletter PTA - BH
- RS to search for glass boxes for house points, in house colours

AUTUMN FAYRE

- Theme: Halloween
- Haunted area: clinic
- Ideas:
 - AA: dress up competition: Halloween and non-Halloween
 - PC: photo studio, children to dress up (from home or clothes at Autumn Fayre)
 - CF: dangling donuts
 - AA: bake-off
 - DG: map of events
 - EM: dress a teacher, guess who it is
 - EM: face painting
 - VA: parent dress up
 - CD: nail studio
 - WZ: tombola again

7. Club Updates

Next meeting

8. Thrift Shop Updates

- Start of school year: hand in items last week holidays => WZ to send out letter



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9. Matters Arising

TIES FOR P1

- WZ to make a letter for P1 parents so they can pre-order a tie.
- CD to copy and hand out tie-letter.

LEAKING WATER BOTTLE (METAL)

- DG has a leaking water bottle. She will be handed a new cap to see if the problem is solved. If needed she will contact SR to contact the dealer.

NEWSLETTER PTA

- Digital
- RS to mention newsletter in end of year letter
- Items: vacancies next year, rag bin, run run, thrift shop, autumn fayre, gala...

Next meeting: TBD after the summer – Clinic Building 7.00pm-9pm.