



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of PTA Meeting 9th February 2016

PTA Members Present

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

Vicky Smith (VA), Clare Dow (CD), Charlotte Flemming (CF), Sarah Harris (SH), Elaine MacMaster (EM), Clare Thompson (for Rehana Shanks)

Apologies

Ailey Aitken (AA), Paulina Skorb (PS), Dawn Graham (DG), Katarina Lauder (KL), Johan Nolan (JN), Rehana Shanks (RS) and Nikki Watt (NW).

Actions

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

1. Welcome and Apologies

BH welcomed all present and made apologies for those unable to attend. A special welcome is for Clare Thompson, principal teacher, who will replace Rehana Shanks during her maternity leave.

2. Minutes from last meeting

- KL: there was confusion about the content of the new enrolment form WZ to check (WZ checked the form and the collection arrangements are missing, she asked KL to change the form)
- WZ: thrift shop mail to be sent out for volunteers (done, no response...)
- The parents evening in Ogston Hall on 5th Feb has been cancelled.

3. Field drainage

CF reports: the work will be done in (preferably the first two weeks of) the summer holidays by....., contact person Gavin. The City Council is finally ok. CF will meet with Gavin in advance to plan the process and to make sure he has access to the field.

4. Fort

- SH has been in contact with the Council about ideas, but has not received any response yet.
- The current area needs to be cleared:
 - The area is dangerous now because of rotten wood.
 - We need help of the janitor and maybe some parents.
 - The raised part in front of the library has to be maintained for fire escape.
- SH to contact with some companies for ideas for the area.
- After the companies it is up to the children to come up with ideas.
- The PTA thinks coverage of the area is important, because of the often not so bright weather conditions.

5. Clubs

KARATE CLUB

There have been complaints about the coach.



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

CF is the new co-ordinator and she will sit at both karate sessions to assess the situation herself and after that have a talk with the coach about the complaints and behavioural policy. Some emails from NW, the former co-ordinator, will help with her assessment.

HOCKEY CLUB

The hockey coaches asked for new ice packs. The hockey club trains at the high school. WZ will ask Simon May (PE teacher) about use of high school ice packs / first aid items.

If the coaches can't use the high school packs, we will provide them for them.

We will buy a first aid kit for the nursery anyway. Ordering information can be found at the school office.

.. to buy first aid kit.

PTA CLUB PROCEDURES

There is still confusion about the current procedure of enrolling and paying for PTA clubs. SM will write a procedure for the current way of handling enrolment forms and payments, but stresses that this might not be the procedure after the summer holidays. The current procedures takes quite some time for the treasurer, and we don't know yet if the next treasurer (as SM will leave in June) will have that much time as well.

The procedure will be put on the website.

6. Sound system

The sound system has been bought. It is working good, but some speakers need to be changed by the company.

7. Newsletter

BH: a short newsletter will be sent out shortly

- PTA club procedure
- What have we paid for (sound system, bike racks....)
- New members needed (job descriptions needed for the website)

8. Thrift Shop Report

- 5 boxes with (non-uniform) clothes sent to Kids love clothes (charity).
- There was also a request from a parent from Currie to have a look at our thrift shop to help setting up their own.

9. Treasurer's Report

SM to ask Kirsten Boyd for invoices for the bike shed and sound system.

Balance on PTA Account is currently £ 41,693.50

Balance on the Gift Aid bank account is £ 12,863.51

TOTAL: £ 54,557.01

£49,380 will have to be kept aside to pay for:

- The field drainage: £ 25,000
- Clubs: coach fees, lets and funding request: £ 3,630
- Light and sound system: £ 8,000
- Fort Area: £ 7,500
- Bike Racks: £ 5,250

This leads us to a NET BALANCE (PTA & Gift Aid) of £ 5,177.01

Next meeting: Tuesday 8th March

All meetings take place at the clinic or staff room at Dean Park Primary School, 7.00-9.00pm