



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of PTA Meeting 8th October 2013

PTA Members Present:

Tracy Kiggins (TK), Rehana Shanks (RS), Sylvia Martocchi (SM), Dawn Graham (DG), Charlotte Fleming (CF), Heidi Macdonald (HM), Elaine MacMaster (EM)

Others Present

Clare Dow, Sarah Harris (SH), Wendy Zwart (WZ)

Apologies:

Vicky Abercrombie, Aileen McLachlan, Sonja Ranson

1. Welcome

TK welcomed back existing committee members and made apologies for those unable to attend.

2. Minutes and Actions from previous meeting

Topic	Action required	Action Taken
School Tracksuits	make enquiries re suppliers and costs	SH made enquiries and found out that the previous contact was no longer available
School ties in thrift shop	contact Clanhouse	Thrift Shop now has supply of ties. Junior only as a minimum order must be placed for the larger size. RS mentioned that there has been discussions with Mr Sives (BHS) regarding an "all through" tie to sync with Level 3 & 4 (P6 through S3). Discussions will continue.
Class Reps	be collated and sent out a list to report on the classes which do not have cover	TK posted updated lists on noticeboards and website, which highlights classes still unrepresented. TK to forward list to CF and meet to discuss way forward. Proposing PCR's meet separately from PTA meetings.
Maths club	communicate details to parents	On hold for the time being due to work commitments of the Tutor.
Reception area	make contact with volunteers to take things to the next stage	TK has met with several volunteers and discussed options, taking into account building restrictions such as cabling repositioning. School Business Manager is following up with the Council for specialist advice before the project can progress any further.
Autumn Fayre	to apply for a Let for the event, as well as the Friday evening before Willing volunteers for the sub-committee please contact TK	DG has arranged a permit to cover the hours required. Permit ref 2117. Due to a reduction in PTA members, no sub committee has been set up and so everyone is required to help out where possible. TK has circulated an action list – but still waiting for many people to confirm what they can help with beforehand and on the day.



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P3 Football Coach	make contact with Amanda Russell for an update on the situation	TK informed us that within a day or two of the last meeting this post was filled (jointly with 2 x P3 dads).
Storytelling offer	provide VA with contact details. VA to follow up.	TK / VA - Contact has been made but no arrangements have been set up yet.

3. Head Teacher's Report

RS briefed everyone on items discussed at the Parent Council meeting including the progress with the bike racks and P1/2 raised beds.

RS will be meeting with a member of the Parks Department to discuss a potential multi-use park similar to that in the George V Park in Currie.

There have been complaints from local residents living near to the main school gate, relating to inconsiderate and dangerous parking. This is an ongoing problem and as such the Police will soon be in attendance at key times to remind parents to consider the safety of the children who are walking and cycling to school, in addition to the local residents.

DPS now have the shared-use of BHS's two mini buses; some DPS staff members are already qualified to drive them.

Recommended by other schools, RS is keen to invite a Theatre Company when on tour in 2014, to perform "The Ballad of Ponderlife McGurk", which addresses a variety of 'transitional' issues children can face when moving on to secondary school.

4. Treasurer's Report

Although there are a number of large payments about to be made, the bank balance is currently sitting at £18,400. Karate and Recorder Club fees are still to be paid in, and sponsor money from the Fun Run. SM highlighted that many children who took part in the Fun Run have not submitted their sponsorship money. RS agreed that the school will assist in collecting this money as the view is that many of the parents will have simply forgotten.

The sale of Christmas cards was hugely popular, with an order worth over £5,000 being placed. This resulted in a contribution of £876 being made to the Sports Field Development Fund. Discrepancies of around £36 arose, which is hoped will be resolved once parents take delivery of their orders. The PTA wish to pass on their sincerest thanks and gratitude to Mrs F Rushworth and Mrs Sinclair, for their endeavours in co-ordinating this huge project.

Donations of £21 and £200 have been very gratefully received, respectively, from Julia Grindley's Phoenix Trading coffee morning, and the Balerno Children's Gala Association.

Taking into account start-up costs (shelving, hangers, signage, etc) and the purchasing of school ties, £97 has been banked from the Thrift Shop. This has been well used and proving to be very popular.

£479 has been generated to-date through the RagBin scheme, which was launched in October 2012. Due to its success, an additional RagBin has been installed at the Main School. This is currently located beside the waste bins in the staff car park. **Action: display posters in the noticeboards and at main entrance.**

The Committee agreed to the Auditor's Terms and Conditions of undertaking the independent examination of PTA accounts. **Action (TK): to contact Auditor to confirm terms and conditions.**



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5. Club Updates

Edinburgh City Council's Active School Coordinator for Balerno has been in touch with TK to discuss how she can support the PTA with the running of our after school clubs in terms of policies and procedures, as well as training of coaches. This is most welcomed. Due to number of commitments this term, TK would like to focus on this in the new term.

Art Club - Wendy Zwart has taken over from Jo Myers as Club Coordinator. It was reported that the new system of split age groups and slightly reduced numbers has been working really well and has received good feedback from parents as well as, the art tutor. There are still 3 spaces in the younger Thursday session.

Football Club - The new strips have arrived. AR hopes to get photos of some of the boys wearing the new strips. There will potentially be a "Festival of Football", and if it goes ahead, teams from Juniper Green, Corstorphine, Cramond and Bonaly will take part. This is due to take place at Dean Park, at the time they would normally have a match on Saturday 26th October. Parents will be posted of any further developments.

A pupil from S3 at Balerno High School (former Dean Park pupil) who is doing his Duke of Edinburgh award will be helping out at P3 training sessions on a weekly basis from 23rd October.

Basketball –. Various options were discussed on how to resolve the low numbers in one of the classes. In the first instance, fliers are to be distributed to the relevant year groups offering a free taster session. *Action (HM): in conjunction with the Basketball tutor, to create the flier and distribute via school office asap. Other measures will be taken if the numbers remain low.*

6. Funding Requests

Bike Racks - £6,000

Education City annual license £1,000

Christmas art items

All requests have been approved

7. Matters arising

Autumn Fayre – To keep things fresh, there will be a number of new competitions and games at this year's Autumn Fayre. In addition, TK has invited Kirknewton based PotterAround, to do ceramics. TK reminded those present that more help is needed in terms of organising, as well as taking the Lead on many of the stalls and activities on the day.

DONM – Tuesday 12th November 2013, 7pm, Dean Park Clinic Building