



Dean Park Primary School PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of PTA Meeting 10th February 2015

PTA Members Present:

Wendy Zwart (WZ) - Vice Chair and chaired the meeting, Silvia Martocchi (SM) – Treasurer

Elaine MacMaster (EM), Sarah Harris (SH), Charlotte Flemming (CF), Sonja Ranson (SR), Nikki Watt (NW), Clare Dow (CD), Blanca Kerr (BK),

Apologies:

Ailey Aitken (AA), Vicky Abercrombie (VA), Dawn Graham (DG), Tracy Kiggins (TK), Katerina Lauder (KL), Fiona McKay, Fiona Railton (FR) & Rehana Shanks (RS).

Actions:

General action pertaining to one or two individuals

Action for Rehana Shanks

Requires all PTA members to consider

1. Welcome and Apologies

WZ 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 over the course of the meeting.
- It was decided to postpone discussion of the coffee morning until the next meeting in March as AA absent.

3. Head Teacher's Report

No head teachers report as RS absent.

4. Fundraising

- Discussions about the PTA tombola at the Gala will take place at the next PTA meeting on 10th March.
- The nativity DVD made a net profit of £642. This is an increase on last year's total.

5. Projects

- WZ to discuss health and safety at the next club coordinators meeting on 25.02.2015.
- Some suggestions put forward concerning safety were first aid training for physical activity coaches and compiling a protocol for accident management.
- It was agreed the minimum each coach should have is a class register and contact number for the pupils in their care.

6. Treasurer's Report

Balance on PTA account is currently £30,462

Balance on the Gift Aid bank account is £10,940.62

TOTAL: £41,402.62



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£31,600 will have to be kept aside to pay for :

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|---------------------------------|---------|
| 1. Sports field drainage work | £25,000 |
| 2. Eco garden shed and tools | £350 |
| 3. JASS folder inserts | £675 |
| 4. Cyber Coach | £595 |
| 5. Club Lets | £4,060 |
| 6. We have funding requests for | £922 |

This gives a NET BALANCE (PTA and Gift Aid) £9,801

- SH knew of an alternative to Cyber Coach which runs out in the summer. She will discuss the alternative with teaching staff prior to making any changes.
- A total of £232 has been donated specifically to the nursery. £100 was donated from Compass Playgroup and £132 was raised at the Thrift Shop Nursery event. A funding request for a wooden farm and animal set costing £216 has balanced out this amount.

7. Funding Requests

- VA has provided a list of outdoor play equipment for P1-3. The cost for this is **£474** and will proceed if agreed by RS.
- TK has put forward outdoor play requests for P4-7. This totalled **£200** and would go ahead. There was some concern over the game board table tops. SR felt the small pieces would easily become lost and wondered who would take responsibility for tidying this up. The ordering of these was put on hold until further discussion.
- It was identified that 2 storage trolleys would be required to store this new equipment. There was no conclusive decision made on these.
- There was discussion of what to spend the remaining £9,000 on. Suggestions put forward were:
 1. Smart boards
 2. Sound system
 3. Toilet block
 4. Nursery tarmac
- SR volunteered to get a quote for tarmacing the nursery play area.
- SH was going to ask teaching staff to prioritise from this list
- WZ said she would discuss with Sally Cavers from the parent council how best to tackle the poor state of the toilets used by the pupils. It was suggested this could perhaps be more a council issue than PTA matter.
- WZ mentioned an upcoming event organised by the teaching staff. Pupils were to be given a talk about toilet hygiene and maintaining a clean toilet at assembly.
- The PTA has agreed to fund 2 cameras at £200 each for the school. SM will research appropriate cameras for the school.



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8. Club Updates

- A new gym coach is required for the Tuesday P3-7 class. KL to approach Ricky Karoyan.
- A new club coordinator is required for gymnastics after the summer.
- SR will take over as club coordinator for the maths club after the summer break.
- FR will take over as club coordinator for the chess club after the summer break.
- CD is now the PVG coordinator.
- Amanda Russell is still to update the PTA on what football equipment is required

9. Thrift Shop Report

- WZ reported £50 was made from taking the left over clothes from the fashion show to Cash4Clothes. This will be given to #PitchFever.
- There are more clothes going to Cash4Clothes and any profit from this will go to the PTA.
- The Thrift shop continues to make money.

10. Matters Arising

- CF will contact the class reps to check their understanding of their role.
Historically their role was linked more to the PTA, however their role appears to be overlapping into the parent council. It was suggested a parent should be signposted to emailing the parent council with a problem if the parent rep does not feel comfortable approaching the issue.
With specific issues concerning a child, the parent should be directed to the teacher or the Head teacher
- Brent Hurley has stepped forward for the PTA Chairperson role until 2016. He wishes to focus on Fund raising and building up membership in the committee.
- DG and WZ will take control of the notice boards and update the information.
- Bags2School is on 6th March, there is a coordinator in place for this.

Next meeting: Tuesday 10th March – Clinic Building 7.00pm-9pm.

Meetings in 2015:

31st March (in lieu of April meeting)

12th May

9th June