



Dean Park Primary School

PARENT TEACHER ASSOCIATION

Registered Scottish Charity No.24582

Minutes of the PTA Meeting 14th June 2016

PTA Members Present

Brent Hurley (BH) – Chair	Rehana Shanks (RS)
Wendy Zwart (WZ) – Vice Chair	Clare Thomson (CT)
Silvia Martocchi (SM) – Treasurer	Roslyn Campbell (RC)
Johan Nolan (JN)	Mairi Lawrie (ML)
Nati Smith (NS)	Sarah Harris (SH)
Helen Morriss (HM)	Maria (MN)
Marciana Trusson (MT)	Mamel Henendez (MH)
Adrienne Wilson (AW)	Dawn Graham (DG)
Christina MacLennan (CM)	Clare Dow (CD)
Ailey Aitken (AA)	Elaine MacMaster (EM)

Apologies

Nikki Watt (NW)	Pam Lamb (PL)
Charlotte Flemming (CF)	

Welcome, Introductions and Minutes

The Chair welcomed new parent and staff members to the PTA. RS advised that there will be a total of 7 staff members contributing to the PTA in the new term. Apologies were noted and the minutes from the last meeting were approved.

PTA Office Bearers

BH advised the group that current office bearers for the Chair, Vice-Chair, Secretary and Treasurer will be standing down at the end of term. BH thanked current office bearers for their contribution. BH advised the members that JN had volunteered to take on the role of Vice Chair. Members supported the nomination of JN to the role, and the nomination was seconded by SH.

BH made a plea to members to consider the remaining office bearer posts. SM advised that if the Treasurer position could not be filled, at least 3 signatories must be sought for the bank account. DW advised that she is a signatory and happy to continue. JN and CM offered to add their names to the PTA account.

Treasurer's Report

SM advised members that:

the balance on the PTA account is	£39,900
the balance on the Gift Aid bank account is	£13,338
TOTAL	£53,239



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SM advised that approximately £48,000 would have to be kept aside to pay for:

Field Drainage	£25,200	
Club coach and lets	£2,059	
Light system	£8,000	
Fort area	£7,500	
Bike racks	£5,250	
Leaving a net balance of		£5,229.

Project Updates

School field drainage project will commence on 16th July. The field will be closed until September (provisionally 19-21 September 2016).

Fort area redevelopment – PTA members still considering a few options for the design of this space.

Tombola stall – another successful year for the tombola. The Gala committee will provide a contribution towards PTA funds.

Thrift Shop pop up stall organised for nursery to P1 transition day raised £200. PTA members discussed the possibility of arranging future pop up stalls (or opening the thrift shop) to coincide with future events.

Fun run – CD advised that the fun run will be held on 25th September. CD appealed for assistance to help plan and run the event. A note will be sent out on ParentMail to ask for volunteers.

Christmas cards/calendar – members discussed the timing of the Christmas card activity and if it is too early to plan the activity in October. Another suggestion was to create a calendar with photos of every school year. Could plan to take orders for a calendar during the Autumn Fayre. RC and ML will arrange the cards, and members to discuss the possibility of a calendar at the next meeting.

Funding Requests

AA advised members that the safety vests used at the nursery were too big and requested funds to purchase smaller vests. Members agreed that the larger vests can be brought to the school and approval was granted for the smaller vests. AA to find out costs and send details to the treasurer.

Members discussed the possibility of providing funding towards the cost of running the P4 and P5 skiing and the school camp. This was agreed in principle and the level of contribution will be discussed at future meetings.

After school clubs

CD advised of the possibility of running a skiing club at Hillend. This was approved.



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Morning club/breakfast club – a bid to run the service was declined: the school are considering options to provide this service internally.

Club co-ordinators are required for the basketball and the hockey clubs.

Members to consider alternative methods for collecting the funds for the clubs and reduce the administrative overhead. Members agreed to the creation of generic PTA email account and dropbox.

Lets

Agreed date for future meetings as follows:

Autumn Fayre – agreed to hold this on 29th October.

AGM – date agreed for the AGM is Wednesday 5th October. To be held in St Josephs. JN to discuss format of the AGM with Lynne Watson.

PTA meetings already booked for 2016. Members agreed lets were to be arranged for 17th January, 21 February, 14th March and 18th April. All meetings to be held in the staff room.

DG to organise the lets.

AOCB

RS expressed her sincere gratitude to the PTA members that are standing down at the end of term, stating that their contribution has helped improved the children's wellbeing and learning.

Date of Next meeting – 13th September 2016 in the staff room.