Greenbrae PTA Meeting

5th March 2019

**Present**

Julie Morgan (Chair) Jen Johnstone

Sarah Reid (Depute Chair) Jill Whyte

Claire Gray Michelle Scott

Vicki White Nikki Charters

Leianna Minty Miss Reid (Depute Head)

Mr Gray Mr Carney

**1. Apologies for absence**

LA, LP, WM, JS, LT, CD, JD, FH, DN

**2. Approval of previous minutes**

Minutes approved by JW and seconded by JJ.

**3. Matters Arising**

Twitter – Mr Gray has now set up the account and will run the account on behalf of the PTA.

Lego Club – LM has approached a toy shop near her place of work and they have agreed to donate Lego to the school as long as they are in receipt of an official letter. In addition, she has a contact at a national toy retailer whom she will approach also. **Action: Miss Reid to ask Mrs Clayton for appeal letter.**

Sweet Cones/Gift Shop – Miss Reid clarified that sweets would need to be sold at discos only and not in school, however if we were to move ahead with the selling of “gifts” for events such as Mother’s Day this could possibly be accommodated within school hours.  **Action: Miss Reid to discuss with Miss Royle**

Bag 2 School – Several attempts have been made to obtain the previous logins from Kam Cockburn to no avail. It was suggested that a new login be registered so that we can move this forward. **Action: SR**

PC’s – Mr Gray has inspected the donated laptops and found them to be in very good condition although they do not have the operating system allowed by Aberdeen City Council. It was suggested by Mr Gray that the PTA may either wish to pay to convert the laptops for use in school or sell them to generate funds. In order to convert the laptops to Chromebooks, there would be an associated licensing cost of around £500. JM asked for more information to be given at the next meeting before making a decision on the next step.

**4. LA stepping down**

Louise has taken the decision to step down from the Committee after 10 years. JM suggested that the Committee should purchase a gift to thank her for her hard work over the years. **Action: JJ and JM**

**5. Treasurer Report**

Current balance: £13117.10

Committed spend (for laptops) - £3891.10

JM asked for any invoices to be passed to WM.

**6. Disco – Thursday 21st March**

Helpers for Early - LM, JW, VW, SR, JM, WM, CD, Mr Gray, Mr Carney, Mrs Bews, Miss Forster

Helpers for Late – SR, MS, VW, JW, JJ, JM, LT, WM, CD, Mr Gray, Mr Carney, Miss Reid

JM clarified the “exit procedure” discussed at the last meeting and it was agreed that no parents will be allowed into the building and that they will be asked to assemble outside, in class groups, so that staff can release the children in their classes.

Tuck Shop – LT will take over the tuck shopping and JW has offered to assist with this. **Action: LT to check stock and replenish where required.**

Pocket Money/Tattoos – JJ to check stock and order where applicable. **Action: JJ**

Popcorn Machine – The new popcorn machine will be introduced at the March disco and it was proposed to use the plastic cups already in stock for selling it in.

**7. Purchase updates**

Audio Stations – These have not yet been ordered and Miss Reid said it would be more cost effective to order online direct rather than though education channels. JM asked for specific product codes/links in order to purchase. **Action: Miss Reid/JM**

A discussion was held around giving parental feedback on PTA spending. JM asked that the school provide information to the PTA on what the class funds are being used for. It was suggested by JJ that any class fund spending could be detailed in the class newsletters sent by school. CG also asked whether Mr Gray could incorporate photos/Tweets of PTA funded equipment on Twitter. It was agreed that these methods would help better communicate to parents where the funds were being used.

**8. Terracycle**

LM presented the company Terracycle to the Committee. Essentially, they are a recycling company for consumables not currently collected in kerbside collections, which award loyalty points that can then be converted to money for schools or charities. There are a number of “free” products that can be registered for including crisp packets, biscuit wrappers and bread bags. As an example, LM stated that 2kg of waste equates to £2 raised. It was agreed that this is an eco-friendly way of raising money for the school whilst educating the children on recycling.

Miss Reid said that this could tie in with the P1 class enterprise topic of “Recycling” and that Mrs Clayton would likely want to get involved. **Action: Miss Reid to speak to Mrs Clayton about progressing.**

There was further discussion held over reducing plastic waste at PTA events (eg. Cups at discos) and it was suggested that moving to paper cups in future would be a sensible decision.

**9. Dinky Doctors**

CG refreshed the Committee on the Dinky Doctors programme and it was agreed that costing/availability should be obtained with a view to running in school. A decision on whether this will be whole or part funded by the PTA will be taken once costs are finalised. **Action: CG**

**10. Fayre**

Theme – “Beach” and “Eco-Friendly” were suggested as broad themes but no firm decision taken.

M&S Sponsorship – Mr Gray said that Mrs Du Plessis is in ongoing talks with both M&S and Costa re: possible sponsorship. She has also spoken with her husband who has said there is a possibility his workplace may do something for us with regard to sponsorship. **Action: Mr Gray/Mrs Du Plessis**

Club 100 – Mr Gray has checked with the Licensing Board and we are permitted to do it on the day of the fayre. In addition we can also sell in the days leading up to the fayre as long as the sale takes place on school premises.

Pupil Council hampers – The Pupil Council have not met recently and so this is ongoing. **Action: Miss Reid**

Various ideas for stalls were put forward for consideration:

* MS has said the Gardening Club will be growing Strawberry plants for sale on the day
* MS suggested after the success last year that we consider selling bird boxes, with the possibility of a craft/decoration table at the fayre for children to decorate them
* Mr Gray suggested the “Pound Coin Roll”
* JW suggested “Dice Roll” game

Raffle Prize – NC has had a donation of a coastal flight in a light aircraft from a friend who is a Pilot. He has placed certain restrictions on the prize and NC asked whether it would be accepted by the Committee with the restrictions in place. It was agreed that this is an excellent prize and it would be down to the winner to accept the restrictions.

**11. AOB**

Open Day

Miss Reid asked whether the PTA would be happy to have display and sell teas and coffees at the forthcoming Open Day. JM, CG, VW and JW said they would be available to help at the event.

PTA Expenditure

A discussion was held around where the PTA funds are used and it was expressed by members of the Committee that the recent purchases had been very “tech” heavy and that the “fun” of the PTA had been lost. To this end, Miss Reid detailed her plans to expand the “Golden Groups” programme to include inviting outside “tutors” to teach the children life/sports skills. Some of the suggested activities included Zumba, cooking and golf. CG asked for costs to be provided for consideration of the Committee.

Next meeting will be held on Tuesday 23rd April 2019 in Greenbrae School Staff Room at 6.30pm