Greenbrae PTA Meeting

27th August 2019

**Present**

Julie Morgan (Chair), Sarah Reid (Depute Chair), Claire Gray, Vicki White, Nikki Charters, Wendy Mennie,

Leianna Minty, Jill Whyte, Jasmin Deshpande, Laura Park, Mr Gray, Mrs Taylor (Depute Head)

**1. Apologies for absence**

LT, CD, MS, JJ, DN, JS, FH

**2. Approval of previous minutes**

SR & JW

**3. Matters Arising**

Fayre feedback forms – JM asked that everyone return the forms as to date none have been received. **Action: ALL**

Raffle prizes and books – JM asked for a volunteer to contact prize winners again for the remaining prizes and to collect the remaining books for donation to charity. VW volunteered. **Action: VW**

**4. Reports**

Depute Head

Mrs Taylor explained to the Committee that after the September break there is to be a whole school “health” focus running for 3 weeks. It is hoped that it can incorporate some of the previous PTA ideas including Dinky Doctors and inviting parents who work in the emergency services to come to school to participate. A number of committee members made suggestions of who to approach. Mrs Taylor to check numbers for Dinky Doctors so that pricing can be obtained. JM and CG to pass on contact details for Soo Yang Do and Fire Service. **Action: Mrs Taylor, JM, CG**

Mrs Taylor also mentioned that it is being debated by School Management whether or not to attend the Pantomime this year at the Arts Centre as the ticket cost has risen from £7.50 to £10.00. The alternative suggestion is to invite a theatre company to school. JM asked Mrs Taylor if the decision could be reversed if the PTA is willing to fund the difference in cost. **Action: Mrs Taylor to discuss with Miss Royle and feedback**

Mr Gray, asked on behalf of Mrs Begg, whether the PTA would consider selling house t-shirts throughout the year so that the children could wear them for PE. CG stated that the PTA already sells at both parents’ evenings. JM suggested Mrs Begg put an email out to parents stating that house colours are preferred and that parents can purchase from the PTA if they wish to. **Action: Mr Gray to feedback to Mrs Begg**

Treasurer

WM submitted the “P&L” and cash income for the session.She suggested that it would make sense to appoint a Treasurers Assistant to make the job easier, especially during the Fayre.

WM also noted that the signatories need to be changed for the coming year.

JM thanked WM for her hard work and effort during her time with the PTA and said she’d be missed.

**5. Class Top-Ups**

JM asked Mrs Taylor to confirm the number of classes this session. Mrs Taylor confirmed 12 classes plus 2 nursery classes. JM noted that last session’s funds had been almost entirely spent and therefore full top ups would be required.

JM expressed concern that with 14 classes and a PE top up to be considered that the previous amount of £200 per class is too much. It was also discussed, at length, whether the nursery classes should be given more money due to the larger number of pupils in each class. A vote was held (in the absence of Staff) and decision was taken to give each of the 14 classes and PE a total of £150 each this session. The vote was 6 v. 3 (Yes to No).

**6. Ideas for spending funds**

JM asked that we focus on spending this year and for us to consider what we’d like to see the money spent on. It was suggested at a previous meeting that upgrading the outdoor classroom be an option but it has been decided that this would be beyond the PTA budget.

JM commented that there has been a significant spends over the last year on technology, learning resources and “indoor” equipment. She expressed that the PTA have an interest in developing the outdoor environment and specifically the play frame/playground. She asked Mrs Taylor to advise on how to move this forward. Mrs Taylor said that the Council Estates and Facilities teams would need to be contacted as well as School Management and perhaps the Pupil Council.

LM asked whether the school would allow parent volunteers to paint playground games on the hard playground as an interim solution. **Action: Mrs Taylor to discuss with Miss Royle**

**7. Disco**

The Disco scheduled for 3rd October cannot go ahead due to the School being used as a Polling Station.

NC to confirm DJ’s for the remaining dates – 12th Dec, 26th Mar & 25th Jun. **Action: NC**

JM asked for a volunteer to take over Tattoo ordering/stock taking. JW volunteered. **Action: JW**

**8. Easyfundraising update**

SR detailed that to date Easyfundraising has made just over £400. It was agreed that this is an excellent method of fundraising and that it needs to be shared with parents. SR will arrange a letter for distribution by school to all parents. Mr Gray said he would be happy to share on the Greenbrae PTA twitter page also. **Action: SR/Mr Gray**

**9. Spree Volunteer**

JM asked for a volunteer to take over the Spree orders. The books are to be delivered to school in the 2nd week of September. LP and LM agreed to take it on. **Action: LP & LM**

**10. Christmas Cards**

JM asked the committee to whether they wanted to continue with Christmas Cards this year. It was agreed to continue. JM to order 14 class packs for delivery to school. CG agreed to assist with ordering & distribution. **Action: JM & CG**

**11. Tuck shopping helper**

JM asked for a volunteer to assist LT with tuck shopping and stock taking. LM agreed to assist. **Action: LM**

**12. AGM/Post Holders/Committee Numbers**

JM asked the Committee to consider whether they wish to remain for the next session and whether anyone would like to go forward for a post. CG stated that the committee numbers will drop by 5 next session and that there is capacity for 18 (inclusive of 4 post holders). Mrs Taylor provided contact details to CG of new parents who have expressed an interest in joining the PTA. **Action: CG to contact new parents and compile email for Mrs Blaikie to send giving notice of the AGM.**

**13. AOB**

NC gave an application form for the Asda community fundraising project to JM. JM passed to JD for action. **Action: JD to apply.**

Next meeting (AGM) will be held on Tuesday 10th September 2019 in Greenbrae School Staff Room at 6.30pm