Parents Association Minutes 29/8/18

Present – Carol, Kate, Joanne, Melissa, Margaret-Ann, Louise, Sarah, Emma, Gillian, Liz Mahindru, Jackie, Rachel, Yla, Kim, Lucy, Humera, Duncan and Donna.

Apologies – Elena, Steven, Sharon, Rawa and Gail

Date of next meeting 26/9/18

Review of positions – Jackie will continue as chairperson and Sarah will continue as treasurer for this year.

AGM – this event is not usually well attended and was due to be on the 17 September. It was decided to delay this until 8 October and an event to meet the new head teacher, Parent council and other clubs. This may mean some business will not being discussed at this time, such as the accounts, so these will be prepared and made available at this event.

Susan Fyvie is currently doing an audit on the accounts. They will be available to be picked up and also on the website.

Mrs Timoney has taken on responsibility for updating website.

Advertising of events – a discussion happened over messenger that decided the PA would continue to only advertise school events on the PA facebook page and not outside organisations.

Calendar of events – These were arranged at previous meeting

School photos – Week of 10th September- Gillian secured this date and will follow the same format as last year, Donna will send out doodle poll for helpers.

Christmas Cards – Kate will deal with orders, which should be in by the September weekend.

 Emma will help so she can carry on process next year.

Halloween Disco- Gillian will book the DJ 25th October

Event templates – Jackie will share existing ones with Yla and Gail to be revamped.

 Louise to invetigate paper recyclable cups Vegware?

 Sarah to do audit of PA cupboard

 Diane has borrowed the gazebo

Book fair and parents night – 7/8 November 20/21 March Joanne will organize the books

Shopping and pamper night – Friday 16th November

 Everyone will begin looking for suitable buisnesses, therapists

 We will start selling tickets for this event soon

 Jackie to request alcohol licence

Christmas fair- 1st December to be extended 10-12.30

 Lucy will book inflatables

Movie night – These are to be free events during afternoons in the last week of Christmas term

Obstacle course- to be brought forward to the end of January.Thurs 31 Jan/Friday 1st Feb

family night – Friday 22nd February, try it in school

5p Challenge – to run January – June

 Gift for the winning class, rest of the money goes to whole school.

 Idea of penny wars decided against as a fun but possibly negative/ time consuming concept

Eid – Would be good to do something to celebrate in school. Humera to think of some suggestions and come back to us.

Spring disco – Thursday 25th April

Summer fair – Sat 1st June 10-1pm – possibly move this date to after Ramadan so nobody is fasting.

Accounts

A container for outdoor equipment £2570 has been purchased this has freed up a lot of space in the school.

PA will give £3000 to school

**Merrylee Parents Association – Treasurer Report 23/05/2018 – 31/07/2018**

|  |  |
| --- | --- |
| **Balance as at 23.05.18** | **£2,341.60** |
|  | **Debit** | **Credit** |
| Summer Fayre Income |  | **£4,351.75** |
| Summer Fayre Expenses | **£1,644.90** |  |
| Dad's Football Income |  | **£93.00** |
| Dad's Football Expenses | **£16.59** |  |
| End of Term Photos | **£70.95** |  |
| P7 Ceilidh Pizzas | **£220.00** |  |
| Gifts | **£205.70** |  |
| Council Lets | **£204.68** |  |
| EasyFundraising |  | **£41.31** |
| **Total Debit/Credit** | **£2,362.82** | **£4,486.06** |
| **Balance as at 31.07.18** | **£4,464.84** |

|  |  |  |
| --- | --- | --- |
|  |  | **£** |
| **Petty Cash Balance** |  |  |
| As at 31.07.18 |  | **£18.14** |
|  |  |  |
| **Council lets** |  | **£** |
| Summer Fayre |  | £101.52 |
| Dad's Football |  | £84.36 |
| Conference Room 30/05/18 & 4/06/18 | £18.80 |
|  |  | **£204.68** |
|  |  |  |
|  |  |  |
| **Summer Fayre** |  |  |
| **2nd June 2018** |  |  |
|  |  |  |
| **Income** |  | **£** |
| Ticket pre -sale |  | 145.50 |
| Door |  | 420.21 |
| Adult Tombola |  | 157.00 |
| Balloon Stall |  | 34.29 |
| Beat the Goalie |  | 40.05 |
| Bouncy Castle |  | 79.05 |
| Card Game |  | 40.75 |
| Face Painting and Glitter Tattoos |  | 16.50 |
| Flowers  |  | 54.70 |
| Giant Slide |  | 88.60 |
| Hair/Glitter Lips |  | 33.50 |
| Heatwaver Hamper |  | 273.10 |
| Homebaking |  | 146.35 |
| Hook a Jar |  | 83.14 |
| Ice Cream stall |  | 64.30 |
| Kids Tombola |  | 158.70 |
| Merrylee Map |  | 370.00 |
| Nails |  | 41.52 |
| Obstacle Course |  | 114.70 |
| PA Books & Jute Bags |  | 62.10 |
| Photobooth |  | 115.00 |
| Pizza |  | 161.00 |
| Pocket money stall |  | 161.05 |
| Punch Balloons |  | 17.50 |
| Raffle |  | 141.00 |
| Sausage Sizzle |  | 284.50 |
| Scholastics Books |  | 417.00 |
| School Magazine |  | 311.00 |
| Soak the Teacher |  | 46.70 |
| Teas and Coffees |  | 208.14 |
| Water Shooting Game |  | 59.80 |
| Retirement Donation |  | 5.00 |
| Total Income |  | 4351.75 |
|  |  |  |
| **Expenditure** |  | **£** |
| Bouncy Castle |  | 180.00 |
| Homebaking - cake boxes |  | 7.50 |
| Hook a Jar - Rings/Sweets |  | 23.65 |
| Raffle - raffle books |  | 3.00 |
| Merrylee Map - FitBit Prize |  | 79.99 |
| PhotoBooth |  | 150.00 |
| Pizzas |  | 190.20 |
| Sausage Sizzle - Sausage |  | 51.00 |
| Sausage Sizzle - Rolls/Sauce |  | 25.05 |
| Teas/Coffees - Juice |  | 51.76 |
| Pocket Money - Toys |  | 150.00 |
| Balloons |  | 4.75 |
| Council Let |  | 101.52 |
| **Total Expenditure** |  | 1018.42 |
|  |  |  |
| Less: |  |  |
| School Magazine |  | 311.00 |
| Scholastics Books |  | 417.00 |
| Retirement Donation |  | 5.00 |
|  |  |  |
| **Total Profit/(Loss)** |  | **2600.33** |

Lets – Donna will block book for the year

Headteachers report- This year we have some extra staffing, allowing smaller classes in p4 and 5.

 The extra teacher Melissa Stephen is working with us but is not permanent

 Principle teachers are able to be out of class except 1 day a week.

 100’s of scholastic dictionaries and thesauruses have arrived purchased through funds from book fairs.

 The urban jungle about to reopen for free play after being re-turfed

 Liz will audit outdoor seating areas to see if updating is needed.

AOCB-

First aid – St Andrews do courses – free basic first aid discussion for helpers, possibly add into AGM, offer to football club aswell

Football club – needs more coaches

RSPB – giving nature a home. Rawa had raised on facebook passed onto Liz to look into.

Lost property – 3 more helpers have volunteered

 parents can access lost property on Saturday mornings we will try and let parents know about this, including posting on facebook.

Melissa suggested we have a pupil lost property committee. Need to wait for rota to see how this could work.