

Merrylee Primary School Parents Association

Meeting Minutes 2018-11-28

1 Present

Jackie (chair), Donna (secretary), Sarah (treasurer), Emma, Rachel, Duncan, Humera, Caroline, Lucy, Kirsty, Carol, Colette (HT).

Apologies: Rawa, Gillian, Kate, Kim, Gail, Joanne, Sharon, Louise, Mel, Elena.

2 Minutes of Previous Meeting

Proposed by Jackie, seconded Humera, accepted.

3 Review of Recent Events

3.1 Hallowe'en Disco

Feedback: New ticketing system was used. Various suggestions for improvement were made, including: hi-vis vests for parents dismissing children; reordering the class lists for easier finding of children's names within a year group; signs on doors for exit (clarifying which children exiting where (note this is complicated by composite classes); ensuring parents know that no child should leave along.

Other suggestions included not having a best costume prize and keeping the lower school in until the upper school had arrived (to avoid children leaving and arriving simultaneously). The disco made £400, with some tuck left over.

3.2 Christmas Cards

Cards have now been shipped and should be arriving soon. There were a few names to correct, one class mixup, and a couple of late orders, but otherwise all went smoothly. Volunteers are required next week to distribute. £1000 commission on this, so it is well worth doing.

3.3 Book Fair

Over £2300 sales; the school has over £1400 credit in commission. There are 4 or 5 outstanding orders still being dealt with. Prices on books are sometimes different from website - please feedback to Scholastic. We could consider using a different supplier. Some P1 parents thought the books had already been ordered - perhaps reword form to avoid any confusion.

3.4 Pamper Night

Made £526. Perhaps approach stall-holders earlier next time - a busy time of year. Treatments were busy and the atmosphere was nice. (Is it worth booking Mendi for the summer fayre?). Jackie will write thank you letter to stall-holders. It was only promoted on ParentPay - perhaps look at other ways to promote it?

3.5 Photographs

Some feedback asking why children had no shoes. Related to white sheet which they stand on.

4 Upcoming Events

4.1 Christmas Fayre

Most preparations were complete.

- Humera had washed all lost property uniforms for sale.
- Hampers to complete by Th/Fr
- Santa will be £1.50.
- Sarah running squares (£2/square) for Amazon Echo
- Free stalls: Christmas crafts and Santa letters
- One external stall
- Stall-holder allocations were finalised.

4.2 Obstacle Course

Planned for Th 31 Jan / Fr 1 Feb

4.3 Summer Fayre

Booked for 8 Jun

5 Treasurer

Sarah presented Treasurer's report. Suggested £4500 to school after Fayre.

We now need to count the money in the school after the Fayre. Parent's Council bought a money counter to allow this to be done quickly.

6 Correspondence

None

7 Teaching Staff representative

Collette reported on developments in the school including two new support staff.

8 AOCB

First Aid training available on Th 24th Jan for PA members.

Next Meeting

23 Jan 2019.