**Castle Douglas Primary School - Parent Teacher Association (PTA)**

**Minutes of AGM & Committee Meeting**

**Tuesday 17th September 2019**

**Present:**

Karen Baird (Chairperson)

Miss Conacher (P1 Teacher) Mrs Philpott (Teacher)

Rachel Neil (Nursery Parent) Susan Farquhar (Nursery Parent)

Mrs Green (Learning Centre) Amanda Ansbro (P6/P4 Parent)

Mr Tyson (Head Teacher) April Donnolly (Nursery Teacher/ Parent)

Nichola Rutherford (P4/P3 Parent)

**Apologies:**

Caroline Renwick (Nursery Teacher/P6 parent)

Tracey McIntyre (treasurer/ P6 Parent)

Amy McCornick (P3 Parent) Mairi Henderson (P6 parent)

Kylie Telfer (P6 Parent) Vicki Dunlop (P6 Parent)

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|  | **Action** |
| **Welcome**  K Baird welcomed everyone to the meeting. |  |
| **AGM**  Chairpersons Report given by K Baird  Good hardworking committee, good attendance at events.   * Disco: Well attended and steady event * Quiz: Worth a try, but disappointing attendance. * Sponsored event: Postponed due to inspection, was it possibly too late in the year? * New Events: New event suggestions are always welcome. * Communication: Great communication through Facebook page. * New members: Encourage new staff and parents to join the PTA, suggested another post goes out on Facebook to see if members will join.   PTA raised £3100 in the past year.  **Nominations for Roles**  No new nominations for Chairperson or Treasurer. K Baird will remain in role as chairperson and Tracey will remain in role as Treasurer.  S Farquhar is taking on the role of Secretary with support from M Henderson.  **AOCB**  D Tyson offered his thanks from himself and the pupils of Castle Douglas Primary School for all the hard work that the PTA does and their contribution towards trips, activities and resources. |  |
| **Minutes of previous meeting**  Agreed minutes of the last meeting were a true record. |  |
| **Matter Arising**  Primary 7 Leavers Events: The P7 pupils were to be commended on the amount of money they raised to pay for the events they held before they moved onto high school. D Tyson suggested that some aspects of the leavers events worked very well such as the meal but it was felt that the sleepover might not have achieved the success they expected. This will be re-evaluated for next year’s P7 pupils. It was also suggested that their fund raising for this event should commence before Christmas.  Christmas Fayre: G Warden has approached K Baird to say that the Fayre will be held on the last Saturday in November (30th) K Baird has booked a stall for the event. The suggestion was that Christmas Hampers should be the focus for this event. Letters would go out asking for donations just after the October Holidays. It was also suggested that the P7 group would be approached for helping at the event.  Bag Packing: V Dunlop had been in contact with Angela Orro at Tesco to find out the logistics of staging a bag packing event. It was noted that Angela is now working for the COOP in the same role.  Autumn Disco Thursday 26.9.19 (6-7) (7:15-8:30): All slips have been sent out to request parent helpers. K Baird will speak to M Henderson about booker run. If Mairi is unable to collect the order Karen will order the items to be delivered to the restaurant. D Tyson has requested that Hall Monitors check the girl’s toilets on a regular basis to avoid any incidents.  Awards for All: Application submitted. | **ALL**  **V Dunlop**  **K Baird/ M Henderson** |
| Fund Raising for the Year  Autumn Term: Disco (Nov) and Christmas fund raising event (Christmas Fayre)  Sprint Term: Disco booked for the 26th March 2020. Bingo night, 7th February, opportunity to get the community involved.  Summer Term: K Baird has suggested a colour run with a BBQ and sweet stall, she will discuss with C Dooley who has staged one of these events at Springholm.  Further discussion brought up the suggestion of an Olympics themed event with it being an Olympic year. Possibly mini Olympics on a Saturday morning.  Discussion also took place about a Race night possibly in November 2020 or February 2020. This will be discussed further at the January Meeting. | **K Baird** |
| **Suggested Donations:** K Baird has drafted a note to go home to parents highlighting the importance of the PTA and how a donation would be greatly appreciated. It was felt that it would be better in a newsletter format, then parents and carers can see what activities the PTA has contributed towards. | **K Baird** |
| **AOCB**  Suggestions for fundraising events are always welcome, at the next meeting ideas for the summer term are needed.  Also further communication will continue through Facebook. |  |
| **Date of Next Meeting**  **Wednesday 15th January 6:30pm Castle Douglas Primary School** | **All** |