

**UPLAWMOOR PRIMARY SCHOOL
PARENT STAFF ASSOCIATION
MEETING AND AGM 23RD JANUARY 2015**

PRESENT: Mrs McKay (FM), Diane Black (DB), Kate Sanders (KS), Sandra Grierson (SG), Caroline Long (CL), Lorna Street (LS), Bessie McQuaker (BM), Emma Green (EG), Alison Rodgers (AR)

1. **Apologies**
2. None
3. **Main points from previous meeting**
4. FM: Anti-bullying PACE workshop delivered last term in the school deemed a great success, looking into an appropriate workshop for the younger ones in the school. Burn's cottage trip planned for the 10th March.
5. **Do we join PSA with Parent Council (PC)?**
6. (a) **How does Mrs McKay view difference between PC/PSA and roles? e.g. PSA "fundraising arm of the PC"**
7. (b) **Benefits of joining together**
8. DB sees PC and PSA as two separate bodies. LS: Benefits of joining together include free PVG checking through the PC and entails registering with Volunteer Scotland as one body. There would be no change to the structure of meetings and would be more of a 'paper exercise'. FM: Constitutions of the PC and PSA are the same. DB proposed and was agreed that EG is to act as liaison between the PC and PSA. LS: £250 in PC fund to be gifted to the school fund as it can't be carried over, has been used in the past to help fund 'meet the teacher' events. SG: Suggests to put the proposal of joining the 2 bodies in writing to the wider parent forum. KS: suggests linking the 2 bodies' AGM's to the same date.
9. **Action: Agreed that SG, DB, KS and LS to draw up letter to send round parents regarding joining the 2 groups.**
10. **PVG checks for PSA and PC members, when? Who funds?**
11. FM: PVG checks would only be needed for those members coming into school regularly. SG suggests 1st Aid training for PSA members, EG: First Responders can offer appropriate training.
12. **Treasurers Report (see attached)**
13. FM: School trip taking place in March to the Burn's Cottage instead of a Summer trip. New screen and projector, cost £594 and £725 respectively, projector cost has been met by the school.
14. **Action: Agreed that PSA will pay the cost of the screen at £594 inc VAT**
15. SG: Recognition should be given for the efforts KS made in securing the £500 from Tesco, the money will be used to pay for schoolground painting. Fundraising idea: printing canvas bags to be sold at the school uniform sale.
16. **Action: Agreed that PSA from now on will give the School one lump sum for the year to cover cost of trips and equipment, materials etc. (£800 lump sum given to the School Fund to cover cost of Pantomime and Burns trip and £594 cheque**

given to cover cost of the new screen).

17. Fundraising Ideas

18. DB: Feedback regarding xmas fayre to be discussed at a later date, letter to be sent out thanking those that donated.

19. Action: Agreed that the 2015 Xmas Fayre will be held on the 5th December.

20. AOB

21. Still to arrange date for garden tidy up. FM: Summer show will take place every second year, this year there will be an outdoor, science learning event instead.

22.

23. AGM

• **Confirmation of roles**

- Diane Black nominated to remain as Chairperson by Kate Sanders and seconded by Emma Green.
- Sandra Grierson nominated to remain as Treasurer by Diane Black and seconded by Alison Rodgers.
- Kate Sanders nominated to remain as Secretary by Diane Black and seconded by Bessie McQuaker.
- Bessie McQuaker nominated to be Vice Chairperson by Kate Sanders and seconded by Diane Black.
- Emma Green nominated as PSA representative on the PC by all members present.

• **Treasurer's report (see attached)**

• **Highlights of the year**

- It has been a busy year for the PSA and there have been many highlights, they include a great turnout at the Ceilidh, an unforgettable ghoulish Halloween Party, the Second Hand Uniform Sale and another highly successful Xmas Fayre.

• **AOB**

- Agreed that the PSA should re-name itself as Uplawmoor Primary's Fundraising Committee as this explains better the core aim of the group.