

PTA – Meeting Minutes  
Tuesday 20<sup>th</sup> September 2022

Attendees:

A. Gilliland, V. Mackie, G. Lacey, G. Lacey, R. Colquhoun, L. Dodds, A. Allan, A. Hepburn, D. Laing

Notes:

- The role of the PTA was discussed in relation to the school and wider community.
- The role of the Chair, Treasurer and Secretary were discussed and these roles were filled by volunteers
  - Joint Chair – Alison Gilliland & Vicky Mackie
  - Treasurer – Grace Lacey
  - Secretary – Ruth Colquhoun
- PVG requirements were discussed and the school will send out details to parents about how the PVG checks are completed and the process involved.
- Glow email will be set up for the PTA and details will be sent to the committee.
- The PTA discussed organising a Halloween Disco for the children and a date was decided for Wednesday 26<sup>th</sup> September.
  - Disco letter with date and times – P1-3 & P4-7
  - Ticket sales and prices
  - Crisps and water purchasing
- R. Colquhoun explained that her husband S. Colquhoun was available for the Wednesday & Thursday to DJ – Wednesday was decided on as the best date.
- The previous PTA committee has left a folder in the office to be handed to the next chair/joint chair. This will be sent home with one of the children of the joint chair by Thursday.
- Link to the LETS will be forwarded onto the committee.