

Parent Forum Minutes

Meeting title			
25 Jan 2022		7pm	MS TEAMS
Type of meeting	Parent/School Update		
Chair/Notetaker	Nicola McCracken		
Attendees	Jen Ferguson, Nicole Watt, Vicki Heijnen, Gillian Chalmers, Carol Hunter, Jenny Butler, Kristen Dearie, Kim Cashmore, Jill Cairns, Gill McDonald, Lindsay Mitchell, Linda Blair, Gillian Marshall and Rachel Neilly <i>Apologies – Laura Cleland, Lindsey Frame and Claire Leahy</i>		
Agenda <ul style="list-style-type: none">• Headteacher Update (Mrs Marshall)• Update on funds/spend (Gill)• Review of previous actions (Nicola)• Garden Playground update (Kristen)• AOB (All)			
Agenda topic 1			
Discussion	Welcome from HT		
Conclusions	<ul style="list-style-type: none">• Welcome to new members• Please see attached update for full H/T briefing Jenny asked a Q around current P7 testing and whether this related to High School classes. Mrs Marshall explained that the recent tests did not.		
Agenda topic 2			
Discussion	Funds/Spend		
Conclusions	Around £5,100 in school fund with further money added in from Christmas cards, Easy Fund Raising, Lottery and Christmas Fayre. School lottery a very good cash generator and agreed needs to be publicised further Cheque for Christmas Cards has not been cashed so this is being chased Agreed that thank you cards for those who donated prizes from local businesses would be a good idea		
Agenda topic 3			
Discussion	Review of minutes		
Conclusions	Discussed school hoodies and whether any funds would be put towards these. Agreed that total cost would be high so options are needed around this. Historically PTA paid for school ties (approx. £7 per tie). Agreed to speak with Laura Cleland. Mrs Marshall said that another school were getting them for £13 each so Carol was going to pick up with supplier		

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	Discussed newsletter format. Nicola and Jenny to pick this up over next month with focus on what money has been spent on to benefit the school and children and also what the improvement plan for the school is to give thoughts to what further funds need to go towards. Some good ideas generated in this space during call (e.g. library chill out space, IT area for creating fun videos, sports equipment)		
	Discussed other fund raising ideas and agreement that a Spring or Summer Fayre would be well received.		
Agenda Topic 4			
Discussion	Garden/Playground		
Conclusions	All but two beds left to do so great job by all the volunteers. Aiming to give each class a raised bed. Might need to look at painting them next		
Action items		Person responsible	Deadline
Lottery <ul style="list-style-type: none">Send info and 'how to join' guide around parents and carers		Nicola McCracken	Complete
Leaver Hoodies <ul style="list-style-type: none">Carol Hunter to further review costs and report back to school. Carol/Mrs Marshall to pick up with Laura on final decision around contributing to costs then inform school		Carol Hunter/Mrs Marshall	By 1 Feb
Thank you cards <ul style="list-style-type: none">Write to local businesses. Mrs Marshall to send details to Jen to pick up		Jen Ferguson and Mrs Marshall	By 15 Feb
PTA Newsletter <ul style="list-style-type: none">Draft a copy for circulation to the school. Need list of what PTA funds have contributed to in Term 1 and 2. Mrs Marshall to send list of requirements for next 2 terms.		Nicola McCracken/Mrs Marshall and Jenny Butler	By End Feb
Spring or Summer Fayre <ul style="list-style-type: none">Think about whether a Spring or Summer Fayre would be a good idea for us to plan for and what would make it a success? 😊		All	By next meeting
Next meeting: TBC (end Feb 2022) – will send link beforehand			