



Mid Calder Primary

Parent Staff Association Meeting

Minutes: Monday 14th September 2015

Location: MCPS Staff Room

Present:

Committee Members:

Gillian Lumsden (Chairperson)
Fiona Yavuz (Treasurer)
Julie Nelson
Steph Elliot
Claire Greig

Vicki Ramsay (Secretary)
Judith Chalmers (Vice-Secretary)
Lorraine Farmer
Julie Ford
Deborah Paris

Parent Observers:

Louise Chamber

Teacher Representatives:

Nicola Thompson (Head)

Sarah Burton (Deputy Head)

Apologies: Committee Members:

Lisa Hood

Jane Bruce

Teachers Representatives:

Mrs Anderson

Mrs Murray

1. WELCOME

The Chair opened the meeting at 7:45pm and welcomed all attendees.

2. MINUTES OF LAST MEETING

The minutes from 1st June 2015 were approved by Fiona Yavuz and seconded by Steph Elliot

3. FINANCIAL REPORT

Balance at August 2015:		£2,762.14
Balance held:	Trips	£1,000.00
	Insurance	£125.00
	Float	£800.00
Still to be paid out:	AGM Costs	approx. £80.00
Balance remaining:		approx. £750.00

NB: P7 Party funds are not being held back from the year's opening balance, but will be raised during the school year.

4. CORRESPONDENCE

Newsletter (Back Chat) from SPTC.

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5. CHANGE OF MEETING DAY

It was proposed that the meeting should be moved to the second Wednesday of each month, as this will allow Mrs Murray to be consistent Teacher Representative. As this was also felt beneficial to other committee members, the change of date was agreed by all. These will be booked at details given to Parent Council to avoid clashes.

6. JAZZ UP GYM SHOES (UPDATE)

180 Children are currently signed up for this, bringing in £267.76.

Judith reported that a cheaper alternative to the normal Deco pens has been sourced and currently seem to be working just as well.

It was noted that work could not be done on 29/30 September as this clashed with school's Self Evaluation work.

7. ORGANISE LETS (INCREASE)

PSA Meetings: 2nd Wednesday of each month, during term time

Halloween Disco: Thursday 29th October 2015

Movie Night: Thursday 19th November 2015

Christmas Fair: Friday 4th December 2015

Family Night: Thursday 28th January 2016

Spring Fair: Friday 20th May 2016

8. HALLOWEEN DISCO

Thursday 29th October 2015.

Cauldrons have been sourced to use instead of baby-baths for 'dips'.

It was agreed to keep the format similar to that already used, but the teachers will ask the children for any ideas that could be included.

Currently have: disco, mystery boxes, apple bob, hanging doughnuts, juice bar, jelly/spaghetti dips. With dress the teachers for the upper school and pass the parcel/ other games for infants.

9. CHRISTMAS FUNDRAISER

Friday 4th December 2015 agreed date for the Fair. The staging will already be up, but area can still be used for Santa's Grotto if safety precautions are taken to avoid any slips & falls.

Fundraising Creations do cards that sell £5 for 12 (plus one for parents to keep), with £1.40 coming to the PSA. Cards are individual to each child and order packs will have an example of the card and other items that can be ordered (similar to Tempest). As there is no minimum order value, and thus no monetary risk to the PSA, it was agreed to go forward with this idea – Steph will contact the suppliers. Cards will have to be designed before October break.

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10. P7 LEAVERS TRIP

PSA contribution has been £500 for a number of years. This year's trip cost £599. It was agreed by all to increase the contribution to £600.

11. SCHOOL REQUESTS

Books bought last year, although for the whole school, have mainly benefited the P4 to P7s. The school have requested structured play items that will mostly be used in the infant area at a cost of around £900.

PSA asked school to provide more accurate pricing.

Discussion on agreement of this spend will take place via email outwith the meeting.

12. DATE & TIME OF NEXT MEETING

Wednesday 14th October 2015, 7pm in MCPS Staff Room.

13. ANY OTHER BUSINESS

Due to time constraints, AOB items will be carried forward to next meeting:

- i. Dress Down Day
- ii. Fiona HMRC Forms
- iii. PSA News Board
- iv. Movie Night

Meeting Closed at 9pm.

Upcoming Meeting Dates (TBC at prior meeting date)

11 th November 2015	9 th December 2015
13 th January 2016	10 th February 2016
9 th March 2016	13 th April 2016
11 th May 2016	8 th June 2016

Potential date for AGM/1st 2016-17 term meeting:

Wednesday 14th September 2016