



Mid Calder Primary

Parent Staff Association Meeting

Minutes: Wednesday 13th April 2016

Location: MCPS Staff Room

Present: Committee Members:

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| Gillian Lumsden (Chairperson) | Vicki Ramsay (Secretary) |
| Fiona Yavuz (Treasurer) | Jane Bruce |
| Julie Nelson | Steph Elliot |
| Claire Grieg | Julie Ford |

Parent Representatives:

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| Robbie Munnik | Maggie Wilson |
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Teacher Representatives:

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| Sarah Burton | Lee Anderson |
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Apologies: Committee Members:

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| Deborah Paris | Judith Chalmers |
| Lorraine Farmer | |

1. WELCOME

The Chair opened the meeting at 7:00pm and welcomed all attendees.

2. APOLOGIES

Apologies were received from those listed above.

3. MINUTES OF LAST MEETING

Fiona noted an error with calendar submission dates in the last minutes. Artwork needs to be with her by 22nd April before passing to the printer.

4. FINANCIAL REPORT

Bank Balance @ date of meeting: £5,589.99

Playground fund now stands at £1,617.72, with a further £2,629.27 available for the school to spend.

5. CORRESPONDENCE

- WLC email detailing how to apply for charity funds.
- Mid Calder Community Council email noting that applications for village fund will begin in August/September and they will contact us prior to that.

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6. EASTER FUNDRAISING

Easter Egg competition made £91.20. There was some confusion over things like milk money being put in the completion entry envelopes, so entry details will be more detailed the next time we run this.

7. UPDATE ON CALENDARS

These are on track with final artwork due to be with Fiona by Friday 22nd. No update yet from school on business sponsorship.

8. SPRING FAIR (12:45pm to 3pm on Friday 20th May)

Three teacher helpers are currently available for this.

Miss Thompson is still to answer whether the drama room is being used for storage that day, in which case an area of the staff room is to be used to toys & books. We expect entry for setup from 11am.

- Colour Tombola: Red, yellow, brown & green still the colours to be used, but class allocated these is to change from the Christmas Fair. Still to agree who is to deputise for Jane.
- Tattoos & Face Paints: Vicki to confirm sufficient stock. Maggie is going to provide us with a price for hard face paint stencils.
- Raffle: Teachers are doing luxury food & drink. PSA Summer themed raffle list is now out and people can start to drop items off with Julie Ford.
- Lottery Bunny: Julie Nelson has this in hand.
- Home Baking: "Please fill this plate" flyers will not be sent out – will be included on main flyer.
- Café: Agreed to stick to one each of the large cake. Cookies sold well at last spring fair. More drinks will be bought as these sold out at Christmas.
- Hot Dogs: Decided to have this, but decision on where will be decided closer to the time depending on weather outlook.
- Toys & Books stall: Location still to be confirmed.
- Pick n Mix: Steph reported she can no longer man this on the day as she will be working.
- Pocket Money: Jude has organised this for hand over to Claire.
- Bouncy Castle: £85 semi-covered castle agreed and Claire reported this is booked and will be paid for on the day. Decision on whether to pay additional £30 to be made when we have more of an idea of number of helpers.

9. SCHOOL REQUESTS

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Request for £120 towards sturdy boxes for Bring Your Own Device events. Discussions took place on whether this was sufficient or whether a lockable version could be sourced. Agreed PSA would fund something, but school to come back with alternatives.

There is a zoo trip and Edinburgh Castle trip upcoming but it is not yet clear which even the PSA are contributing towards. School as to clarify this.

P7 leavers event fee details are awaited.

No other school requests were made at the meeting.

10. ANY OTHER BUSINESS

Playground Fundraising

Lisa Aikmen's children are running in the Great Edinburgh Run and have been kind enough to donate any funds raised to the playground fund. School will look to mention this on the blog and Lee will speak with her father about getting out a West Lothian Council note with the details.

Ronnie the Lollypop Man

Ronnie has retired due to ill health. A collection is being arranged via Facebook. Fiona & Donna White are also accepting donations towards this and will speak to the office if anything has been handed in. It was agreed that a note would be put in the next newsletter about this and that he would be invited to the next Achievement Assembly.

No other business was raised.

Meeting Closed at 7:45pm.

11. DATE & TIME OF NEXT MEETING

Wednesday 11th May, 7pm in MCPS Staff Room.

Upcoming Meeting Dates (TBC at prior meeting date)

8th June 2016

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

Wednesday 14th September 2016