

# Mid Calder Primary Parent Staff Association Meeting Minutes: Wednesday 19<sup>th</sup> April 2017

**Location:** MCPS Library Area

**Present:** Committee Members:

Gillian Lumsden (Chairperson) Fiona Yavuz (Treasurer)

Julie NelsonEmma LearmontClaire GreigJane JacksonPam CoulterJulie Ford

**Teacher Representatives:** 

Leanne Murray Dayna Sherlow Mary McKenzie

**Apologies: Committee Members:** 

Vicki Ramsay (Secretary) Lisa Hood Kirsty Pate

Deborah Paris Jennie Ireland

**Teacher Representatives:** 

Sarah Burton

# 1. WELCOME

The Chair opened the meeting and welcomed all attendees.

## 2. APOLOGIES

Apologies were received from those listed above.

# 3. MINUTES OF LAST MEETING

Minutes were approved by Emma Learmont & seconded by Fiona Yavuz.

## 4. FINANCIAL REPORT

Bank Balance @ date of meeting: £12949.76

Left for school or playground fund: £700.00

Dress down day made £219.40

Easter Egg competition made £73.76

## 5. CORRESPONDENCE

Marketing from company which provides personalised tea towels, etc.

# 6. UPDATE ON CALENDARS

Price outstanding.

Fiona has started scanning the artwork. Some missing – FY will provide list to the school.

# Mid Calder Primary PSA Monthly Meeting - Minutes

Needs to go to the printer mid-May. FY will meet with Mrs McKenzie to get a list of dates for the calendars.

# 7. Spring Fair – Friday 12<sup>TH</sup> May

Fair will run 12:30 – 2:30pm. Hall is free to use & drama room can be used for toys & books, etc. Money raised will go towards playground fund.

**Bouncy Castle** hired for £65 for 2 hours. Payment on delivery. Mrs McKenzie asked about indemnity insurance – PSA have it in place & hire company also have insurance.

Face Painting – Maggie Wilson ok to do this again. Miss Prior also keen to help.

**Colour Tombola** – same colours as last Spring Fair. PC will complete flyer & email to school for printing & distribution by 28<sup>th</sup> April.

**Home Baking** – PC will complete flyer & email to school for distribution.

**Raffle** – List of prizes received shared with PSA. FY will send a list of the companies who usually contribute to EL & CG.

PSA doing spring hamper (hamper currently missing) and staff doing luxury food hamper.

PC will complete raffle flyer & tickets. PC will print & pass to JJ & JF to cut/staple & send back to school for distribution 28<sup>th</sup> April.

Committee decided not to do a lottery bunny this year.

Hot dogs will be served (without onions).

PC asked if she could take any toys/games not sold to distribute to KidsLoveClothes charity. Agreed by committee.

# 8. Sports Day/Nursery

School – Tues 30<sup>th</sup> May. PSA will provide ice poles.

Nursery – Wed 7<sup>th</sup> June. PSA will provide mini milks.

## 9. SCHOOL REQUESTS

None at the moment

#### 10. AOB

Mrs McKenzie has confirmed that there will be storage space available for PSA..

# 11. Date & Time of Next Meeting: Wednesday 14<sup>th</sup> June

# Potential date for AGM/1<sup>st</sup> 2017-18 term meeting:

Wednesday 13<sup>th</sup> September 2017

#### Events:

Spring Fair – Friday 12th May (let 11am to 4pm)