



# Mid Calder Primary

## Parent Staff Association Meeting

### Minutes: Wednesday 14<sup>th</sup> June 2017

**Location:** MCPS Board Room.

**Present: Committee Members:**

Fiona Yavuz (Treasurer)

Emma Learmont

Kirsty Pate

Gillian Lumsden (Chair)

Claire Greig

Julie Ford

Pam Coulter

**Teacher Representatives:**

Leanne Murray

Dayna Sherlow

Mary McKenzie

**Apologies: Committee Members:**

Lisa Hood

Jennie Ireland

Deborah Paris

**Teacher Representatives:**

Sarah Burton

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#### 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 Fiona Yavuz & seconded by Emma Learmont.

#### 4. FINANCIAL REPORT

Bank Balance @ date of meeting:	£14808.73
Still to deposit	£5.00
Resulting Balance	£14813.73
Playground Fund	£10794
Kept back (P7 leavers/calendar/£800 float/insurance)	£1977
Left for school	£2042.73

#### 5. CORRESPONDENCE

- Email from Gillian Murray to join PSA – Pam will contact
- Email regarding lets. Pam will respond for movie nights & PSA meetings. Fiona will email Mrs McKenzie with other dates required so that teaching staff can request remaining lets.

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### 6. UPDATE ON CALENDARS

135 ordered

111 sold

If remaining 12 sold will have made £692 of which £600 from advertising so may not be worth doing again.

4 adverts outstanding – Claire will chase Valet Master.

### 7. SPRING FAIR UPDATE

£1689 profit - £100 less than last year

Tombola – down on last year. Odds need to be 1 in 8.

Bouncy Castle – down on last year. Cheaper to hire but smaller so less capacity.

Toys & books – down on last year

Café - £30 up on last year

Homebaking - £40 up on last year

Pick & Mix – same as last year but need more 20p, 10p & 5 p sweets as well as some pre-made bags.

All other stalls much the same as last year.

Mrs Murray has sent Gillian an email about possibly including a blanket sale at next Spring Fair.

### 8. COIN TRAIL

Idea to replace Jazz up Gymmies. Kids bring in smartie tubes full of coins to see which house can make the biggest coin trail. Can be tied in with Number week/Maths week wc 11<sup>th</sup> September. This can be pitched at a house meeting as a potential House Captain task.

Need a flyer & coin bags (Pam)

### 9. SCHOOL REQUESTS

Jolly Phonic resource to plug gaps £680. School will order.

Clipboards (wooden preferably) x 30 & a storage box for them.

Challenging dictionaries for P4+ x 25. PSA to order.

School oxford dictionaries x 10. PSA to order.

Novels for P1-P3 (tbc) – Mrs McKenzie will get back to us.

### 10. AOB

PSA recruitment flyer is good to go once changes made to meeting place & amount raised. Pam will copy & pass to be distributed after summer holidays.

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Parent Council – would we like to join forces with the? Suggested Chairperson attend next PSA meeting to discuss envisioned benefits.

School recruiting for new staff representation for PSA.

### 11. DATE & TIME OF AGM/NEXT MEETING

Wednesday 13<sup>th</sup> September – MCPS Board Room

#### Dates for 2017/18:

11<sup>th</sup> October 2017  
7<sup>th</sup> March 2018

8<sup>th</sup> November 2017  
11<sup>th</sup> April 2018

10<sup>th</sup> January 2018  
9<sup>th</sup> May 2018

14<sup>th</sup> February 2018  
13<sup>th</sup> June 2018

#### Events:

Movie Night – Thursday 21<sup>st</sup> September (let 5pm to 9pm)

Dress Down Day – Friday 13<sup>th</sup> October

Halloween Party – Thursday 26<sup>th</sup> October

Christmas Fair – Friday 1<sup>st</sup> December

Dress Down Day – Friday 22<sup>nd</sup> December

Movie Night – Thursday 8<sup>th</sup> February

Family Night – Friday 2<sup>nd</sup> March

Easter Egg Competition – Friday 16<sup>th</sup> March

Dress Down Day – Friday 4<sup>th</sup> May

Spring Fair – Saturday 19<sup>th</sup> May