



Minutes of Meeting – Kingswells PTA

Prepared By:	Louise Robertson	Date:	12 th November 2019
Reviewed By:	Jeanette Taylor	Location:	Kingswells School
Attendees:		Apologies:	
Dionne Cran, Heather Cowieson, Jacqui Hart, Leona Gow, Carole-Anne Hamilton, Louise Robertson, Lyndsay Drummond, Gillian MacKenzie, Claire Coltart, Catherine Bell, Susan Barclay. Ify Anyaegbu and Sandra Still		Apologies were received from Mrs McAra and Jeanette Taylor.	

Minute	Action
Introduction and Apologies	
Jacqui Hart opened the meeting and thanked those present for attending. Jeanette Taylor was unable to attend due to attending a course and is grateful to Jacqui for chairing the meeting.	
Minutes From Last Meeting	
The minutes were accepted as an accurate record of the meeting.	
School Update	
<ol style="list-style-type: none"> 1. £100 high viz vests & £350 playground markings for friendship bench (waiting for contractor to confirm). 2. £400 for school sound system MOT (before Christmas concerts) 3. £1300 for IPAD storage trolley for P7. 4. £3500 for rolling programme for updating technology (10 iPads and covers) 	
Current and Upcoming Events / Activities	
Christmas Fair	
<p>Kidsize to attend Xmas fair provide children's activities such as glitter tattoo, arts & crafts (upstairs inc in fee hire price)</p> <p>15 volunteers needed – Mrs McAra & Mrs McNair (coffee shop), Mrs Goss, Nicole from KCC, Co-op Manager Alison, Jeanette, Jacqui, Gillian M, Susan B, Leona, Sandra, Carol-Anne x2, Ify (1pm-4pm), Gillian Graham.</p> <p>Needed for set up, café, tombola, raffles, tidy up at end. Entry for helpers from 1pm and stall holders arriving at 1.30pm. 7 floats needed including entry. Adult and child price only.</p>	



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<p>Tombola items for Autumn dress down day on Wed 19/11/19 – Pupil council are decorating the hall with autumnal colours. Storage of Tombola items to be collected at 3pm on Thursday. 1 bottle stall and 2 choc tombola stalls. Raffle for 2 Christmas advent calendars – Harry Potter & Smiggle.</p> <p>Request from KCC for children to make decorations for the foyer / coffee shop/ tree for Wed before fair- TBC</p> <p>Elf shelf</p> <p>1569 gifts purchased so far to accommodate request for sibling gifts. Extra stock will be purchased as a surplus of same stock. £1100 spent to date. Wrapping event – possibly to be held at Leona’s house. Crates to be retrieved from storage to school. Wrapping nights at school not needed. Helpers for Elf shelf to be confirmed on 5th/6th Dec & set up wed 4th Dec during school day 7 for each day.</p> <p>Wreath Making</p> <p>Tuesday sold out / 1 space left on Wed – excellent new event</p> <p>Festive parties</p> <p>Red or green banquet roll for lunch tables Food and party prizes to be organised – budget of 3 per year group – 36 prizes approx which includes extra prizes for P1 (18 for P2-7 & 18 for nursery/P1) – keyrings and Usborne books to be donated. Xmas fair/elf shelf stock surplus could be used.</p> <p>Shows</p> <p>These will be recorded by the following people:</p> <p>P2 – Gary Aylmer or Graham Thom and set up P4 – A message is to be sent out on Class Dojo P6 – Neil Taylor and set up</p> <p>SD cards to be checked for suitability of use – Neil Taylor</p> <p>Greg Moverleys dad to potentially do copying.</p> <p>Community Concert helpers Tuesday 10th Dec – 10.00-12.00</p> <p>Sandra Still, Carol-Anne & 2 others TBC Invite to go to Four mile and Alison from Co-op Mince Pies /tea/coffee/milk to be purchased – invite numbers TBC with office.</p>	
Financial Update	



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<p>£21,919.58 -deduct this terms invoice Spree - £585 Festive Grant – Jeanette emailed about late application to ACC Tempest – 10% paper order, 30% for online orders – money direct to school – not PTA. Interesting to know the split of profit.</p>	
Future Events – Ideas / Suggestions	
<p>Movie night – costing proposal given – poss £250 profit from event Windfarm & RHS events for 2020 Rugby event 2020</p>	
A.O.B.	
<p>Child/Pet visibility lights Costing £1.49 each – to be added to pocket money stall at xmas fair, Xpressions post to be sent</p> <p>Rag Bag container – not one located or received from school in 2019. New one needs to be ordered for the Church and to confirm with Laurene.</p> <p>Gaming licence Paid by Lindsay Drummond and Leona’s details provided</p> <p>PTA events page Jacqui to confirm accessibility and use of this</p> <p>Twitter Possible Twitter page to be set up – Jacqui to confirm</p> <p>Parent Question – why PTA stopped funding transport? Was £4000 per year, stopped funding as teachers seek trips with low cost to parents or where transport is provided for free. PTA are covering the cost of buses for P4-7 panto which is £700.</p>	
Date of Next Meeting	
<p>The date of the next meeting will be held on Tuesday 21st of January 2020 and every six weeks thereafter.</p>	

