

CURRIE PRIMARY SCHOOL PTA

Minutes of Meeting

Date: Monday 12th June 2023; 7pm

Place: Via Teams

Attendees: **Staff** – Michelle McAndrew (MMcA)

Parents – Susie Bass (SB – Co-chair); Jennifer Cowan (JC – Co-chair); Sarah Jackson (SJ – Secretary); Stacie Lothian (SL); Fiona Hamil (FH); Catherine Colquhoun (CC); Laura Morrison (LM).

Apologies: Susan Donnachie (SD – Vice Chair)

Contact: curripta@gmail.com

Item No.	Minutes	Action Points
1.	<p><u>May Fayre</u></p> <p>MMcA thanked the PTA for their efforts with the May Fayre. The feedback from staff, parents and carers and pupils has been incredibly positive. It was noted that given this was the first Fayre the new PTA committee had organised it was particularly impressive.</p> <p>LM noted that the event seemed to be incredibly well organised by all who attended.</p> <p>SB noted that a survey has been sent to all volunteers and circulated to the school community for feedback, which will be taken into consideration for next year's planning. Some feedback highlighted the absence of inflatables/bouncy castle etc this year. SB noted that due to the health and safety requirements linked to this the committee made the decision not to proceed with these next year but that they could be reconsidered again in the future.</p> <p>SB thanked the contribution of volunteers, including staff who helped on the day. It was noted that volunteer support will be essential to running the event again in 2024 and the PTA will consider what additional roles/tasks could be carried out by additional volunteers in the lead up to the Fayre to reduce the burden on the committee.</p>	
2.	<p><u>P7 Leaver Gifts</u></p> <p>In line with previous years, the PTA have purchased ties for each child's new high school. MMcA confirmed that one additional tie is required for George Watson's. ED will arrange to pick that up. Consideration will be given in future years as to whether ties are still the right gift.</p>	<p>ED to collect final tie.</p>

	<p>MMcA confirmed that the yearbooks/memory books have been printed by Balerno High and they arrived today. MMcA confirmed they look brilliant. ED will arrange to pay the invoice (not yet received).</p>	<p>MMcA to ask office to send any invoice to PTA for payment.</p>																														
<p>3.</p>	<p><u>Update on accounts</u></p> <p>ED confirmed that the PTA has raised the following net sums in this academic year:-</p> <p>2022/23 net income:-</p> <table border="1" data-bbox="354 577 1098 757"> <tr> <td>Christmas Fayre (PTA element only)</td> <td>£295.00</td> </tr> <tr> <td>Parents and carers quiz night</td> <td>£254.62</td> </tr> <tr> <td>Easter discos</td> <td>£184.89</td> </tr> <tr> <td>May Fayre</td> <td>£7,929.03</td> </tr> <tr> <td>Grant funding for basketball nets</td> <td>£500.00</td> </tr> <tr> <td>Total</td> <td>£9,163.54</td> </tr> </table> <p>MMcA noted that a huge amount had been raised by a relatively new PTA committee and noted that the school were delighted with the funds raised and the events the PTA had run/funded.</p> <p>ED confirmed that the following funding has been made to the school in this academic year:-</p> <p>2022/23 net funding to School:-</p> <table border="1" data-bbox="354 1086 1098 1355"> <tr> <td>Equity/inclusion – p7 camp, vouchers, breakfast club, bikes</td> <td>£1,480.86</td> </tr> <tr> <td>Pantos and magic show</td> <td>£152.98</td> </tr> <tr> <td>Garden contribution – raised beds</td> <td>£1,000.00</td> </tr> <tr> <td>Trim trail contribution - repairs</td> <td>£1,000.00</td> </tr> <tr> <td>Basketball nets</td> <td>£500.00</td> </tr> <tr> <td>Class cash contributions</td> <td>£1,250.00</td> </tr> <tr> <td>Sports day ice poles</td> <td>£48.56</td> </tr> <tr> <td>P7 leaver gifts (ESTIMATE ONLY)</td> <td>£750.00</td> </tr> <tr> <td>Total</td> <td>£6,182.40</td> </tr> </table> <p>MMcA thanked the PTA for the above contributions which have made a big difference to the school. MMcA noted that the various equity grants were greatly appreciated and the garden is looking great. Laura Jackson has also obtained brand new spades etc from a contact and Sara Black, who has been leading the garden project, is delighted with progress in the garden and the contribution. Ally Donaldson will arrange for the basketball nets to be outside this week.</p> <p>ED confirmed that there is currently £11,227.83 in the bank. The p7 leaver gifts are to be deducted from this (estimated £750), together with the 1,100 purple counters for the house points and we wish to retain £3,000 as a float for future events and next year’s May Fayre. That leaves around £7,400 available for funding for academic year 2023/24 (in addition to any funds raised during the year).</p>	Christmas Fayre (PTA element only)	£295.00	Parents and carers quiz night	£254.62	Easter discos	£184.89	May Fayre	£7,929.03	Grant funding for basketball nets	£500.00	Total	£9,163.54	Equity/inclusion – p7 camp, vouchers, breakfast club, bikes	£1,480.86	Pantos and magic show	£152.98	Garden contribution – raised beds	£1,000.00	Trim trail contribution - repairs	£1,000.00	Basketball nets	£500.00	Class cash contributions	£1,250.00	Sports day ice poles	£48.56	P7 leaver gifts (ESTIMATE ONLY)	£750.00	Total	£6,182.40	<p>ED to purchase additional counters when available from Amazon.</p>
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<p>4.</p>	<p><u>Funding for academic year 2023/24</u></p> <ul style="list-style-type: none"> • <i>Bluetooth speaker</i> – Laura Jackson was in touch with the PTA to advise that Ally Donaldson has been using her speaker for PE and she has been using it for the choir. Laura wondered whether the PTA might fund a new speaker. They have found the music has helped with motivation for PE and the gym hall does not have a speaker system built in. Any new speaker will benefit the whole school. SB confirmed that the PTA are keen to support this and have asked Laura to confirm spec and cost. • <i>Equity</i> – SB noted that the PTA are aware there were various requests for equity grants throughout the school year. The PTA are therefore minded to make a grant of £1,000 at the start of the school year for equity/inclusion. The school can then apply it as they see fit. MMcA confirmed that would be very welcome and if there are additional support needs throughout the year she can revert to the PTA to see if they could provide any extra support. • <i>Christmas Pantos</i> – the PTA are keen to cover or support the cost of the pantos again this year. SB noted that the cost of the online pantos was around £300 last year. SB queried whether there is any prospect of in-person panto visits since that may have an impact on funding, although the PTA would then make a contribution towards the pantos rather than covering the whole cost. MMcA advised that the issue is the number of classes at Currie and the process the Council has in place for booking buses. Last year it was not possible to book 12 buses and so the panto had to be online. The school will look at costings and buses again this year and Lynda Lee can provide a breakdown. The cost of the bus plus panto ticket is quite a significant cost per child. However, any PTA contribution could bring that down. CC queried whether the PTA can purchase buses separately, outwith the School, and donate those bus trips to the School. This might avoid the need for the School to organise that side of things. MMcA will check whether that is possible and the PTA can then establish the cost. • <i>P7 camp</i> – SB noted that contributions were made towards a few children attending the p7 camp last year. MMcA noted that there are also a few places which are fully funded by the Church and by the Rotary for families who cannot afford camp. MMcA confirmed that p6 raise funds at the Christmas Fayre to reduce the cost of p7 camp for each child. That has not always been how the proceeds of the Fayre have been used but it was last year and will be this year (although p6 may also make a charitable donation from funds raised). SB advised that the PTA had stalls last year which raised money for the PTA. We would like to suggest that this year all funds raised by the PTA at the Christmas Fayre are added to the funds raised by p6. We can therefore sell the Christmas Fayre as raising funds for p7 camp and each child at school will benefit from that 	<p>SB to liaise with Laura Jackson.</p> <p>ED to make over £1,000 to school at start of year.</p> <p>MMcA to confirm whether PTA can book buses separately. PTA then to look at costings.</p>
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	<p>eventually. MMcA agreed with that approach and noted that the p6 children work really hard in the lead up to the Fayre on their stalls.</p> <ul style="list-style-type: none"> • <i>Class cash contributions</i> – SB confirmed that the PTA are keen to make class contributions (and to nursery and nurture) but would do that at the beginning of the year to allow teachers to purchase resources required for that year. MMcA to confirm number of classes once known. • <i>P7 leavers gifts</i> – again, the PTA plan to fund these next year. See comments above. • <i>School wish list</i> – taking all of the above into account, around £5,000 can be made available to the school for any additional items. <p>SB noted that there was a request previously from Andrew McArthur for IT equipment (styluses, keyboards, headphones). However, Andrew was then in touch to say that he had managed to purchase a number of items via the school. MMcA advised that Andrew was reviewing IT equipment last week and has visited other schools so he has a good idea of what we have and what might be worthwhile purchasing. MMcA will liaise with Andrew and revert.</p> <p>SB advised that we are keen to let parents know that we are raising funds for a certain item or project in order to encourage additional support. The PTA wondered whether there is a larger/tangible item which we could assist with or fundraise next year towards. MMcA will review the school improvement plan and liaise with the whole staff and also with the children to come up with some ideas.</p> <p>JC noted that she wondered whether an outdoor speaker/sound system might be useful for PE and could be used to support the re-introduction of Fitness Fridays (see below).</p>	<p>MMcA to confirm number of classes.</p> <p>MMcA to liaise with Andrew McArthur re IT equipment and revert.</p> <p>MMcA to revert with ideas following next staff meeting next year.</p>
5.	<p><u>Events for academic year 2023/24</u></p> <ul style="list-style-type: none"> • <i>Sponsored fun run/obstacle course</i> – National Fitness Day is Thursday 21st September 2023 and we wondered whether we might have a sponsored run (like the Jubilee Jog) to raise funds that day. The thinking behind the date is to tie in with National Fitness Day but also to have an event for new parents, at the beginning of term, whilst the weather is ok. MMcA agreed it is a relatively straightforward event to organise and run; the classes will be timetabled to go outside and a sponsorship form is sent home in advance. SB noted that it is inclusive because every child can participate, regardless of whether they get any sponsors or not. MMcA undertook to raise with Ally Donaldson who may be able to assist with running the event alongside PTA/parent volunteers. <p>JC wondered whether the school was open to the idea of reintroducing Fitness Fridays. MMcA advised that it has been discussed with staff and some are keen to do it again so it is</p>	<p>MMcA to put Ally Donaldson in touch with PTA.</p>

	<p>possible, but no decision has been reached. JC wondered if National Fitness Day might be a good starting point, with Fitness Friday re-starting the following day. MMcA will raise with Ally Donaldson and staff. It was noted that there may be some parents who would be keen to get involved with running Fitness Fridays too.</p> <ul style="list-style-type: none"> • <i>Halloween Discos</i> – SB noted that the company who ran the Easter Discos are free on Friday 27th October so we have provisionally booked that. The discos will be for the whole school so will start at 1pm or thereabouts and run on until probably around 6pm. MMcA suggested that the PTA put the let in now. SB noted that we will also have to check with after school club, but they have been very accommodating of school events. JC noted that they are keen to hold the disco in the dinner hall this time. • <i>Parents and carers quiz night</i> – SB noted that this was a success in April and we are keen to hold another quiz night in November. We hope some new p1 parents will come along too. • <i>Christmas Fayre</i> – MMcA will confirm the date at the start of the next academic year. • <i>Easter family event</i> – tbc. • <i>May Fayre</i> – the proposed date is Saturday 11th May 2024. • <i>Bake sales</i> – it was agreed that bake sales could take place once per term, in the playground, after school on a Friday. It was agreed that this was a balanced approach since there would only be four per annum. 	<p>MMcA to discuss Fitness Fridays with staff and revert.</p> <p>SB to determine who will put let in and pick up with after school club.</p> <p>SJ to contact Val Reid re date.</p> <p>SB to determine when let should be put in.</p>
6.	<p><u>Grant funding applications</u></p> <ul style="list-style-type: none"> • <i>Rotary Community Chest</i> – MMcA will email photos of the basketball nets to the PTA email so we can feedback to the Rotary. • <i>Spar (£200)</i> – CC submitted a last minute application for sports equipment. CC will report back if we are successful. MMcA noted that Ally Donaldson is always keen to get new equipment; he has purchased lots of new items this year to allow the children to try lots of different sports including lacrosse etc. He is guided by the children too on sports they would like to try. • <i>Magic Little Grants (£500)</i> – SB advised that this can only be applied for by the PTA, not the school. MMcA advised that there is a focus on outdoor learning. P6 have a full outdoor education programme. There will be items we can buy to assist with outdoor learning in the school grounds and in the wider area to ensure that all children can access outdoor learning. MMcA will liaise with Anita Le Tissier who purchased a number of items for outdoor learning (den building etc) to check what would benefit the school. SB noted that applications 	<p>MMcA to email photos of nets.</p>

	<p>close in October 2023 but if they run out of funding they will close prior to then. As such, it would be helpful to have some ideas on this prior to the holidays so we can complete the application asap.</p> <ul style="list-style-type: none"> • <i>Persimmon Homes (£1,000)</i> – again, this is another grant we could apply for towards outdoor learning. <p>It was noted that the p3 children really enjoyed their Water of Leith visitor centre trips recently and MMcA confirmed that lots of the teachers have a passion for developing outdoor learning.</p>	MMcA to confirm resources required for outdoor learning before end June.
7.	<p><u>Meeting dates for academic year 2023/24</u></p> <p>MMcA confirmed that a Monday works well. Parent Council meetings are on a Tuesday and if we could please avoid having both committees in the same week that would be appreciated.</p> <p>MMcA confirmed it would be possible to hold a meeting in the School until 8pm (at which point the cleaners can close up). If beyond 8pm a Facilities Technician needs to close up. SB noted that it may be good to have the AGM in person, for example, and the balance of the meetings can be via Teams. SB will put together a proposed list of dates for next year.</p>	SB to email MMcA with proposed dates.
8.	<p><u>Newsletter</u></p> <p>SJ will prepare a Newsletter for parents for the end of term. MMcA will obtain some examples (with photos) of items which were purchased with the class cash contributions.</p>	MMcA to ask teachers to email PTA with examples.
9.	<p><u>AOB</u></p> <p>In her absence, the PTA wanted to thank SD for her huge contribution to the May Fayre this year; it was noted that the Committee could not have done it without her knowledge and assistance!</p>	