MEETING MINUTES

Rothienorman Primary School PPG

Date | time 6/12/2017 7:00 PM | Location Staffroom

# PPG Committee members

Julie Symington (Head Teacher) | Hazel Macpherson (Chairperson) | Nicola Davidson (Vice Chair) | Sandra Ralph (secretary) | Cuca Elias (Treasurers Assistant) | Vanessa Ross (Treasurer) | Laura Raffan | Faye Morren | Elizabeth McKinnon | Louise Guyan | Gail Halliday | Maureen Young|Nicola Foister |Karen Johnston | Ann Roberson (Cllr)

# In Attendance

# Hazel Macpherson (Chairperson) | | Sandra Ralph (secretary) | Elizabeth McKinnon | Faye Morren| Nicola Davdison| Vanessa Ross| Julie Symington)| Cuca Elias | Louise Guyan|Maureen Young|Lisa Anderson|Joanne Kinghorn

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|  | ITEM | ACTION | DEADLINE |
| 1 | Welcome  Hazel welcomed everyone to meeting. |  |  |
| 2 | Apologies  Nicola Foister | Laura Raffan |Shelly Malloy | Kim Fraser | Gail Haliday | Cheryl Henderson| |  |  |
| 3 | Approval of Previous Minutes  The minutes were read from last meeting reviewed and accepted. Proposed as correct by Faye Morren by Seconded by Nicola Davidson |  |  |
| 4 | **Treasurers Report**  Treasurer’s Report as at 29th May 2017  Bank of Scotland Account: £5,241.62  **Fundraising:**  **Easter egg Hunt (Updated Figures)**  **Income**  **Tickets - £252.50 (98 tickets) plus three still to be paid for**  **Raffle/Sale of Water etc. - £124.50**  **Total Income - £377.00**  **Costs – Easter Eggs - £90.00**  **Prizes for Raffle - £12.80**  **Total Cost - £102.80**  **Total Profit £ 274.20**  **Football Tournament**  **Income - £614.50**  **Costs – Burgers - £120.00**  **Water - £21.53**  **Rolls, Hot dogs etc. - £65.80**  **Cups- £11.98**  **Football Medals - £70.00**  **Total Costs - £289.31**  **Total Profit - £325.19** |  |  |
| 6 | Sports Day  Sports day will be held on the 15th June and if weather is bad the 22nd June.  Ice Cream Van has been booked for sports day and if it is cancelled she will come the following Thursday. We are being charged £1.50 discount rate for ice creams on the day and a raffle ticket system will be in place to count number of ice creams issued for payment.  Hazel will contact ice cream van about having some to sell to parents etc on the day. Julie will let parents know they will be able to buy ice cream on the day.  Nursery sports day. Hazel will get 50 tubs for the nursery school sports day from Mackies or Rizzas. Sandra to source dairy free small tubs coconut ice cream.  Water bottles have been ordered and should arrive tomorrow. Cost for 300 is £477 (£1.08 per bottle) plus VAT.  Faye, Louise and Mark will label and fill with water on Wednesday. School office to provide class lists. | Hazel  Julie  Faye, Louise, Mark |  |
| 7 | Football Tournament – 18th May 2017 4pm – 6pm  Was a great success. The children have been doing thank you cards which will be sent out over the next few days. A thank you has been placed on Glow and has been placed in the school news letter.  Money raised from the football tournament – It was suggested that we buy strips for our team (as our school are the only one without a strip) however we should also actively seek a sponsor.  Lisa Anderson Suggested Hosie Electrical.  Hazel will speak to Iona about this and it will be followed up at the next meeting. | **Julie**  **Hazel** |  |
| 8 | RIDE THE NORTH EVENT – 26th August 2017  The PPG will take part providing 300 home bakes (Sandra, Faye, Hazel, Nicola, Louise to bake) and bottled water. Hazel will do a parent helper request nearer time. Hazel will E-mail to Hall Secretary.  Joanne Kinghorn to attend meeting on 26th June in Hall on our behalf. | Joanne |  |
| 9 | Head Teachers Report  PPG 12/6/17 School Report Julie Symington  Football tournament – all seemed to go very well. Thank you cards are ready to be given out.  We are continuing to try to improve and increase our use of Glow. Hazel produced document showing how to get it on your phone which has been distributed to parents and is also available on Glow. JS showed parents at both P1 and nursery inductions, will come back to it at literacy and numeracy P1 event and future open events.  Transition events have generally gone well for P7s to the academy as well as our new nursery and P1 children. Step Up afternoon went well and it was great that both of our new teachers, Ms Gillian Gallacher and Mrs Leeanne Robertson were both able to join us to meet their new classes. Pat Foulis has now finished in the nursery but will join us for their sports day at Fyvie on 27th June. Sarah Manson will also be finishing in the nursery on Friday 30th June and Kristina Watts will be finishing as our communicator then too as she is expecting a baby.  Water bottles for Sports Day: PPG have ordered and will label and fill for everyone for Sports Day. Ice Cream van has been organised.  Open Morning – went very well, great feedback which JS has provided a summary of as well as responses to, for parents.  Ragbag – they put the additional one in the wrong place (same place as the other one) instead of at village hall car park. They have been informed but they are not able to move immediately.  New fence has been erected at the zigzag path.  New whisky barrels and tubs are now installed, thank you to Sandra Ralph and her father for providing these. We have bought some compost and Gary Hughes from the Wetland group donated a few bags too. The raised beds have been dug over and topped up and some planters have got sweet peas in them. Homebase were meant to be bringing more plants but we are struggling to get them to return our calls.  ALEC bus – seemed to go well.  AGM – date has been set for Monday 11th September, 7pm.  Staff are thinking about a Christmas fair this year, this will be discussed further at a later date. |  |  |
| 10 | AGM  DATE:- Monday 11th SEPTEMBER 2017 at 7pm in school. Staffroom.  Poster in Shop, Hall, School office and Nursery. Sandra to do this asap. Notices on both Face book pages and Rothie residence page. Sandra to do this several times in run up to AGM.  We will provide Teas and Coffee and Cake.  Constitution to be changed at AGM this was discussed and Julie will draft changes and E-mail to committee to enable us to put this out to consultation with parents by E-mail in advance of AGM. | Sandra  Julie |  |
| 11 | A.O.B  No other A.O.B |  |  |
| 12 | Date of Next Meeting - AGM  11/59/17 7.00am in school staff room. |  |  |