MEETING MINUTES

Rothienorman Primary School PPG

Date | time 1/16/2017 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 | Kirstin Gauld | Clair Burbridge |Nicola Foister |Karen Johnston | Sarah Jarvis| Ann Roberson (Cllr)

# In Attendance

# 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| Louise Guyan | Maureen Young| |Nicola Foister |Karen Johnston | Ann Roberson (Cllr)

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|  | ITEM | ACTION | DEADLINE |
| 1 | Welcome  Hazel welcomed everyone to meeting. |  |  |
| 2 | Apologies  Elizabeth McKinnon | Gail Halliday |  |  |
| 3 | Approval of Previous Minutes  The minutes were read from last meeting reviewed and accepted. Proposed as correct by Louise Guyan by Seconded by Vanessa Ross |  |  |
| 4 | Treasurer’s Report as at 16/1/2017  Bank account stands at £4,522.43  However £195.00 still to come off for Zoo Lab and £241 for K’Nex.  Income – Christmas Raffle Profit - £534.93, Aberdeenshire council £295.05 and Easy Fundraising £17.64  Expenditure – I pads and cases £1765.96, Christmas crackers£39.56, Books for Christmas presents £30.00 and car seats for nursery £59.98.  It was noted that the Christmas hampers were a great success and thanks were given to all that helped organize. |  |  |
| 6 | Halloween Disco Arrangements 16th Feb 2017 6-8pm (Nursery-P3 6-7pm then P4-P7 7-8pm)  Disco – Hazel to phone and book disco  Sweets and drinks - Faye has organized with Turriff sweetie shop for sweets on a sale and return basis. Faye will order:  120 20p Mixes  150 50p Mixes  150 Juices e.g. fruit shoots  150 Bottles water  Sweetie Necklaces, Giant Cola bottles, Hamburgers, pizza slices, astro belts, fredos or animal bars.  Tattoos – Maureen Young to organize purchase of Tattoos and glow bands (7packs of 30 @ £5.70  Tickets and posters – Sandra to organize Posters and Tickets to be in school by Monday 23rd Jan.  Letter Home to Parents – Hazel to compose and issue letter detailing disco arrangements to parents.  Hazel to co-ordinate helpers and produce rota.  Ann Robertson gave apologies as she had to attend another meeting. She also congratulated school on receiving Sport Scotland Gold Award and gave her apologies that she would not be able to accept the schools invite to the award presentation. | Hazel  Faye  Maureen  Sandra  Hazel  Hazel | ASAP  15/2/17  15/2/17  23/1/17  23/1/17  12/2/17 |
| 7 | Bags for life  Hazel has requested samples to be delivered to school.  Cost to us £3.55 a bag. We will sell at £6 each or 2 for £10.  Hazel to contact company to clarify number of artwork on each bag and to order art pack for children to complete over next two weeks in class.  Hazel and Julie to organise. | Hazel/  Julie | ASAP |
| 8 | Head Teachers Report           Zoolab workshops – went down well with nursery and early stages classes.           K’Nex workshops organised for 20th Feb.           Planters – 2 new planters have been planted up with bulbs and the old ones revamped. Minions planters are still in progress.           Scales in the playground have been replaced with new ones – working much better. Xylophone – a key has come lose, JS previously fixed one so she has complained this time.           Sport Scotland Gold Award – being presented with this tomorrow.           Show DVD will be available for purchase shortly. Thank you to Vanessa, Kieran and family.           Burn’s Day competition will be judged by Badenscoth and hopefully Kinbroon residents on Friday 20th and the winners will get an opportunity to recite their poems at assembly on Tuesday. The Address to the Haggis will be by Mr Macdonald, Reverend Thorburn will read the Selkirk Grace and Ellie, Jodie and Drew Beaton will play us some Scottish music.           P1 registration has been extremely healthy with 32 applications collected (not all returned yet). With only 10 children going out this means our numbers are very high for next session.           Nursery registration fortnight starts 23rd Jan. |  |  |
| 9 | Class Photos  Julie to contact Shoot Bamboo to book any available date for class photo in run up to summer for class photos and then again nearer Christmas for individual/family photos | Julie | ASAP |
| 10 | Soup and Sweet  The soup and sweet is on hold - after much debate and realization that we did not have the skill bank to fulfill the halls safety requirements. |  |  |
| 11 | PPG Fundraising – allocation of funds  To look into Wind Farm funding application for video Camera and Audio system. Nicola Foister to get forms to Hazel. | Nicola F | ASAP |
| 12 | A.O.B  PPG Coffee Mornings –Thanks to Karen Johnston for running these until recently but work commitments will mean she is unable to help on her days she is working. Maureen is now taking over coordinating these. Thanks were given to her for taking over co-ordination.  Dates 7/2/17, 23/3/17, 2/5/17 and 15/16/17.  It was discussed if we should tell parents if their child is taking part in the coffee morning a decision was made that we should not. |  |  |
| 13 | Date of Next Meeting  20/2/17 7.00pm in school staff room. |  |  |