

# King's Park Primary School

## PTA Minutes

30<sup>th</sup> April 2019

Attendees Miki Johnstone (Co-ordinator)  
 Sarah Kane (Secretary)  
 Sarah Reed (Treasurer)  
 Jamie Dougal (School Representative)  
 Vicky Haylott  
 Karen Chojnowska  
 Laurent Yah  
 Helen Beasley

Apologies Diana Challands  
 Louise Duff  
 Aoibhe O'Shea

Item	Action & Information Points	Deadline	Owner
1.	<b>Previous Minutes</b> No issues with content		
2.	<b>100 Club Winners</b> No draw due to apologies from Aoibhe, next month's draw to cover 2 months	28/5/19	Aoibhe O'Shea
3.	<b>Treasurers Report</b> Main Account - £13,957.27 100 Club - £834.61  <ul style="list-style-type: none"> <li>• Good proportion of the main account funds are committed to forecasted spending.</li> <li>• 11 new annual subscriptions to the 100 club this month</li> <li>• Some old cheques for 100 Club winners not cashed</li> </ul> <b>Action</b> - Sarah Reed to investigate further	28/5/19	Sarah Reed
4.	<b>Update on Spending Plans</b> <ul style="list-style-type: none"> <li>• Neurodiversity Week - date TBC</li> <li>• Spending plans to be publicised within the PTA newsletter</li> </ul>	28/5/19	Jamie Dougal
5.	<b>Playground Tidy – Update &amp; Next Steps</b> Good turnout at the event on Saturday 27/4/19 Thanks to all those involved. There have been some positive comments from parents and carers.  <b>Next steps</b>		

	<p>Potential to restart the gardening club, one lunch time per week Think about more regular playground tidy events starting September 19.</p> <p><b>Actions</b> – Put out a note on school pigeon for adult volunteers/supervisors for gardening club</p>	28/5/19	Diana Challands
6.	<p><b>Summer Fair</b></p> <ul style="list-style-type: none"> <li>• Update from Diana’s email provided</li> <li>• Plans coming along well</li> <li>• 13 staff member volunteers confirmed which will cover the café, ice cream, candyfloss and beat the goalie</li> <li>• Snake should be well enough to attend, if not Vicky has confirmed that they will bring the Guinea Pigs instead!</li> <li>• Sarah Kane &amp; Miki Johnstone confirmed as able to help set up Friday</li> <li>• Sarah K able to help with shopping if list provided.</li> </ul> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>• All to try and recruit additional helpers for set up on Friday, help on the day and tidy up. Additional advertising on school pigeon needed</li> <li>• Jamie Dougal to confirm OK to set up gym hall on Friday morning 31/5</li> <li>• Jamie Dougal to confirm let until 2pm to allow for Burger stall tidy up</li> <li>• Helen Beasley to confirm if husband able to collect ice-cream on the morning of the fair</li> <li>• Helen Beasley to investigate possibility of police car on the day</li> <li>• Comms regarding donations for the bottle stall/toys/books to go out 2 weeks before the fair, week commencing 13/5/19 alongside raffle tickets in school bags</li> <li>• Potential of setting up a PTA information board at the summer fair to promote</li> <li>• Helen to investigate if the PTA ‘t shirts’ are still in existence!</li> </ul>	13/5/19	Various
7.	<p><b>Sponsoring Sports Equipment</b></p> <p><b>Action</b> Vicky to draft letter with details Karen to support with design of leaflets</p>	13/5/19	Vicky Haylott Karen Chojnowskal,

8.	<p><b>P1/2 Disco – Wednesday 8<sup>th</sup> May</b></p> <ul style="list-style-type: none"> <li>• Helen confirmed all arrangements in hand</li> <li>• Additional support needed to organise the school discos from August.</li> </ul> <p><b>Action</b> Remind office to issue the flyers for school bags Additional support needed to organise the school discos from August.</p>	3/5/19	Jamie Dougal
9.	<p><b>AOB</b></p> <p>Sarah Kane has taken on responsibility for PTA Secretary role Laurent Yahi will take on the Treasurer role from start of next school year. Diana Challands has taken over the communications role temporarily, but replacement needed for the start of next school year.</p> <p><b>Sports Days</b> <b>Action</b> - Help from PTA to provide tea and coffee on the following dates:</p> <p><b>Mon 27<sup>th</sup> May</b> P5-P7 - 10:15am-12:15pm P2-P4 – 1:30pm -3:30pm</p> <p><b>Tues 28<sup>th</sup> May</b> P1 – 9:30-10:30am</p> <p><b>Friday 31/5</b> Nursery – 10:15-11:15am <b>and</b> 1-2pm</p> <p><b>PTA Promotion</b> <b>Action</b> – Jamie Dougal to provide dates of the P1 information evenings in order for PTA rep to attend</p>	13/5/19	Diana Challands
		13/5/19	Jamie Dougal

### Next Meeting

Tuesday 28<sup>th</sup> May, 8pm– Justin Lees