

**Dunnottar School PTA Committee Meeting  
Wednesday 24 August 2016  
7.00pm, Dunnottar School Hotel**

**Present:** Alyson Thomson, Nicola Martin, Rachel Frame, Verity Jordan, Caroline Duncan, Jean Scott, Lisa Williams, Hayley Cameron, Ceryl Williams, Carylyn Marek-Johnston, Lynsey Allan, Mary Ray, Kirsteen Hall, Nicky Brady

**Apologies:** Daphne Corcoran, Claire Will, Sandra Campbell, Julia Morton and Pam Jones

<b>Point</b>		<b>Action</b>
1.	<p><b>Welcome and Apologies</b></p> <p>Alyson welcomed everyone to the meeting. Everyone introduced themselves to the group.</p>	
2.	<p><b>Minutes of Last Meeting / Matters Arising</b></p> <p>No matters arising.</p>	
3.	<p><b>Treasurer's Report</b></p> <p>Current bank balance stands at £3491.22.</p> <p>The Spring Fayre made a profit of £2160.48 (to be split 70:30 between Dunnottar and Carronhill).</p> <p>The Pop-up Tuck Shop at the Celebration of Achievement event made a profit of £87.80.</p> <p>A quarterly payment of £62.18 was received from Easyfundraising.</p> <p>The cheque for Carronhill School's 30% share of the profit (£650) has not yet been presented. Alyson Thomson to check with Alison Thomson (Carronhill) to confirm that she has received the cheque. The new balance will stand at £2841.22.</p> <p>Verity to check whether the 30% share of the AFC shirt had been allocated to Carronhill.</p>	<p><b>AT</b></p> <p><b>VJ</b></p>
4.	<p><b>4.1 Tuck Shop in First Term</b></p> <p>The school is holding a special fundraising event on Friday 23 September in memory of Sam Dorrance. The aim of the fundraising afternoon is to provide a large outdoor play train at Carronhill for the nursery children (<a href="http://www.marmax-products.uk/Playground/Imaginative-play/Recycled-Plastic-Train">www.marmax-products.uk/Playground/Imaginative-play/Recycled-Plastic-Train</a>). It may also be possible to arrange visits by P1-3 to the Carronhill play area.</p> <p>It was decided that the tuck shop would form part of the event. Home bake donations can be dropped at school on Friday morning and at lunchtime. The donations will be stored in the lodge, as the event will be held in the playground if possible.</p>	

<p>Nicola Martin, Hayley Cameron, Rachel Frame, Verity Jordan, Mary Ray and Ceryl Williams have volunteered to help organise the tuck shop/stalls during the afternoon.</p>	<p><b>NM, HC, RF, VJ, MR, CeW</b></p>
<p>Rachel to check stock and purchase bags if required. Rachel to also produce letters requesting donations (Wednesday 14 September).</p>	<p><b>RF</b></p>
<p><b>4.2 Halloween Disco</b></p>	
<p>The disco was arranged for Thursday 27 October. P1-3: 6.00-7.00pm P4-7: 7.30-8.30pm</p>	
<p>Rachel to set-up and distribute a Doodle poll and to sign up parent helpers for the discos.</p>	<p><b>RF</b></p>
<p>As with previous years, the disco will be a Scare Hunger theme. Lynsey Allan has offered to identify a suitable food bank for the donations.</p>	<p><b>LA</b></p>
<p>Rachel to check stock of Capri Sun juice, Haribos and trophies (need 8 in total) as prizes.</p>	<p><b>RF</b></p>
<p>A £40 donation will be made to nursery in lieu of attending the disco.</p>	<p><b>VJ</b></p>
<p>A second disco was proposed for later in the school year. The disco will take place at Easter rather than in the summer term.</p>	
<p><b>4.3 PTA Photography</b></p>	
<p>Nicola to confirm the proposed date (Sunday 6 November) with Penny Black at Les Black's Photography Studio. Slots will be offered within the three sessions: 10.30-12.00, 12.00-1.30 and 1.30-3.00.</p>	<p><b>NM</b></p>
<p><b>4.4 Christmas Coffee Morning</b></p>	
<p>A date of Saturday 26 November was proposed. Caroline Duncan to request the booking with St Bridget's Hall via the school's normal procedure.</p>	<p><b>CD</b></p>
<p>The following stalls and entertainment were proposed:</p>	
<ul style="list-style-type: none"> <li>• Chocolate Tombola</li> <li>• House Hampers</li> <li>• Live music – Rachel to ask Sandra Campbell</li> <li>• Choir - if there is space availability – time slot to be added to the publicity</li> <li>• Cake &amp; Candy, canvas bags</li> <li>• Reindeer food – Rachel to make 100 bags</li> <li>• Ollie the Otter appearance</li> </ul>	<p><b>RF</b></p>
<ul style="list-style-type: none"> <li>• Santa's Grotto – Kirsteen to ask Sarah Stevenson if she will decorate. Caroline to ask Ernie if he is prepared to help</li> </ul>	<p><b>RF</b></p>

	again.	<b>KH CD</b>
<b>5.</b>	<p><b>AGM</b></p> <p>The AGM will be held on Wednesday 7 September at 7pm.</p> <p>Nicola to purchase 2 bottles each of white and red wine, 2 bottles of Shloer and some nibbles.</p> <p>Rachel to check PTA cupboard for glasses.</p>	<b>NM RF</b>
<b>6.</b>	<p><b>Head Teacher's Wish List</b></p> <p>Lisa Williams detailed her wish list as follows:</p> <p><b>Literacy</b></p> <ul style="list-style-type: none"> <li>• Purchase selection of non-fiction books to complement the reading schemes already in use <b>£500-1000</b></li> </ul> <p><b>Digital literacy</b></p> <ul style="list-style-type: none"> <li>• 5 sets of Apple TV equipment and cabling (3 sets of these are currently used to link iPads to the classroom smart boards) <b>£648</b></li> <li>• Dash robot (<a href="http://www.makewonder.com/dash">www.makewonder.com/dash</a>) 8 robots for <b>£875</b></li> <li>• Parrot Rolling Spider mini drone <b>£165</b> <a href="https://us.store.parrot.com/en/minidrones/299-rolling-spider-3520410022456.html#/color-rolling_spider_blue">https://us.store.parrot.com/en/minidrones/299-rolling-spider-3520410022456.html#/color-rolling_spider_blue</a></li> </ul> <p><b>IT Maintenance</b></p> <ul style="list-style-type: none"> <li>• On-going maintenance issues were highlighted with the smart board speakers and projectors. With most of the schools IT budget used to purchase new laptops, PTA funds may be required to maintain the smart boards.</li> </ul> <p>The committee donated £2000 to the school to allow them to allocate the funds to these items.</p>	<b>VJ</b>
<b>7.</b>	<p><b>AOCB</b></p> <p>Additional fundraising ideas were shared (including responses to the PTA meeting invitation):</p> <ul style="list-style-type: none"> <li>• Christmas cards <a href="http://www.apfs.org.uk/christmas-cards-for-schools/">www.apfs.org.uk/christmas-cards-for-schools/</a></li> <li>• Calendar <a href="http://www.apfs.org.uk/projects_calp.php">www.apfs.org.uk/projects_calp.php</a></li> <li>• Water bottles</li> <li>• Recipe book</li> <li>• School tea towels</li> <li>• Personalised plates</li> </ul> <p>Caroline Duncan will conduct a Twitter poll to gauge the popularity of the project ideas. The results of the project poll will be discussed at the AGM.</p>	<b>CD</b>
<b>8.</b>	<p><b>Date of Next Meeting</b></p> <p>AGM Wednesday 7 September 2016 at 7pm.</p>	