

Kerr Mackie Primary School

Parent Staff Association

Minutes of meeting – 11<sup>th</sup> November 2009

Present:      Nasreen Nadeem      Shaista Mahmood      Sharon Ness  
                 Caroline Judd      Sonja Harper      Sarah Small  
                 Annie Connolly      Juliet Buchanan      Sarah Gordon  
                 Caroline Ormiston

Apologies:    Al Fraser, Jill Fraser, Senior Management

- Last Meeting – Mattes Arising

Minutes of last meeting were not posted on the website. Sarah confirmed that they had been emailed to Izzy. Sarah to check whether Izzy is still happy to post minutes on the website.

Any other issues arising from the previous meeting will be discussed at the next meeting.

- Garden Club

It was reported that the club had a successful get together.

- After School Clubs

Sonja confirmed that lighting had been organized and would be available for the winter term.

Sonja advised that £50 had been given to Mrs. Cambridge for materials for Art and Craft club, this will be returned.

- Finance Report

It was that £350 had been raised by the Fun Run organised by Sarah Gordon.

- Clown Show

The clown show raised £160.

Concern was expressed regarding the amount of mess left in the hall after the show. It was suggested that it may be better to limit drinks to the parent's room only at future events to prevent spillages.

It was also mentioned that the show was very much focused on Key Stage 1 children and another event need to be organized for the older children.

Ideas for this such as 'Noah's Ark' and 'Suitcase Circus' are to be investigated for next term.

- Winter Fair

*Staffing*

A list has been produced listing all stalls that need staffing – see attached list for details.

Rota's for all of the stalls were handed out at the meeting to be completed.

*Stalls*

An idea for an additional stall where children ice plain biscuits and use them to build a big picture was discussed, it was agreed that this sounds like a good idea but may be better suited to the Summer/Easter events.

Sonja to ask Mrs. Ronicle if she would be prepared to cover the door at the Christmas Fair and greet all the visitors.

*Food*

It was discussed that we needed to provide another food choice at the fair.

It was agreed that we would not do Hot Dogs as they had not been very successful at previous events. It was agreed that we would provide Pizza's as they had been very popular at the Clown Show.

Sarah to investigate sourcing vege Pizza's.

All PSA member at the meeting agreed that they would cook a couple of pizza's each and bring them to the fair.

*Christmas Trees*

At the previous meeting we discussed selling Christmas Trees at the event, it was decided that this would probably be too difficult to manage so we would not go ahead.

*Donations*

Nasreen confirmed that she would source the Asian sweets for the fair and ask children to make donations.

Juliet agreed to write letters to local businesses asking for donations for raffle prizes.

Caroline agreed to visit local shops to ask for donations.

Sarah agreed to donate a Christmas cake.

- PSA Chair

Annie advised that she would be stepping down as PSA Chair after the Winter Fair.

- Next Meeting

Tba.