

**Portlethen Primary School – P.S.A.**

**Meeting Minutes held on**

**Thursday 18th June 2015**



**Present:** Sarah Ewen – PSA Chair  
Alison Harris – PSA Joint Vice Chair  
Cheryl Dingwall – PSA Treasurer  
Fiona Brown – PSA Joint Secretary  
Mrs Lindsay – P4 Teacher  
Ilka Win – Parent  
Mrs Bremner – P3 Teacher  
Susan Drummond - Parent

**Apologies:** Linda Wood – PSA Joint Vice Chair  
Nicola Garrod – PSA Purchaser  
Elaine Cowan – PSA Joint Secretary  
Miss Weston – Deputy Head Teacher  
Mrs Morbey – P1 Teacher  
Mrs Willox – P1 Teacher  
Mrs Scouller – Nursery Nurse

**Agreed Minutes of Last Meeting:** Minutes were agreed and distributed.  
Minutes proposed by Cheryl and seconded by Alison.

**Matters Arising and Review of Recent Events:**

**Bingo Night – Thursday 11th June 2015**

The Bingo Night was a good night despite the low turnout. £90.80 was made on the night. £40.00 in expenses are still to be deducted. It was suggested changing the day next time to see if that enables more people to attend.

## **Current Up and Coming Events:-**

### **End of Term Disco's – Thursday 25th June 2015**

This event will be split into three separate times. Notes went out to parents this week.

Pre-school and P1	5.00pm – 6.00pm
P2, P3 & P4	6.15pm – 7.30pm
P5, P6 & P7	7.45pm – 9.00pm

### **Pet Show – Saturday 12<sup>th</sup> September 10.30am – 2pm**

There is to be a dog's category and a small pet's category for the Pet Show.

In the dog's category, prizes will go out to the most handsome, most prettiest and best dressed.

In the small pets category, prizes will go out to the furriest, the cutest, the most unique and best dressed.

Whoever wins the most categories wins 1<sup>st</sup> prize. A pet store voucher will be given for first prize and rosettes will be given to the runners up.

There is also to be an agility completion for dogs. With prizes given for first and last place.

It was suggested asking the local minister, local councillor, Mrs Garnes and the local vet to judge the competition.

Only small animals are to be allowed in the school hall. Caged animals are to remain in cages at all times. Dogs are to be remain on leads and kept outside at all times. Mrs Bremner is to check if there is a policy on dog's outwith hours on the school premises.

There is going to barbecue, tea and coffee stall and a tuck shop and possibly a stall selling pets accessories.

### **KAD Photography – Saturday 3<sup>rd</sup> October**

This event will take place all day at the school.

### **A Night with Maureen Smith – Friday 30<sup>th</sup> October**

The Clairvoyant Maureen Smith has been booked for this date, which is to be held at The Paddock. The PSA is to provide and make the buffet. The cost is £20.00 per ticket. Most tickets have been sold with only nine remaining.

## **Christmas Fayre – Saturday 21<sup>st</sup> November**

It has been decided to have the Christmas Fayre on a Saturday this year, similarly run like the Spring Fayre with external Christmas Stalls. Alison is to arrange the external stalls.

### **Any Other Business:**

- Mrs Lindsay has ordered 250 water bottles for the 90 new P1's which will be given to them at the start of the new school term.
  
- The following has been deducted from the PSA Bank account:-
  - £890.00 Abernethy buses
  - £500.00 term money
  - £237.80 new earphones
  - £100.00 P7 party
  - £124.00 annual fee for public liability insurance
  - £315.00 water bottles

The following has been deposited into the PSA Bank account:-

£208.00 bags to school  
£8.00 bags & bottles  
£17.85 AI Textiles  
£90.80 Bingo

- There have been lots of recipes received for the Recipe Book. These are to be collated by Sarah and typed up by Alison. Alison is to put a request on Facebook for printing the Recipe Books.
  
- Mrs Bremner has requested £480.00 for two additional headphone sets. This would be enough for all P1 & P2 classes. The PSA committee have agreed to this.
  
- The PSA is to have a Stall selling the school water bottles and recycling bags at the Portlethen Gala held on Saturday 29<sup>th</sup> August 2015.

## Portlethen Primary School Parent Staff Association School Lets 2015-2016

Date	Day	Activity	Room	From	To
02.09.15	Wednesday	AGM	Staff	6pm	8.30pm
12.09.15	Saturday	Pet Show	Hall/Outside	9am	4pm
03.10.15	Saturday	KAD Photography	Staff	8.30am	5pm
06.10.15	Tuesday	PSA Meeting	Staff	6pm	8.30pm
29.10.15	Thursday	Halloween Disco	Hall	3.20pm	9.30pm
11.11.15	Wednesday	PSA Meeting	Staff	6pm	8.30pm
17.11.15	Tuesday	Free Let	Hall	6pm	9pm
20.11.15	Friday	Christmas Fayre Preparations	Hall	3.20pm	8pm
21.11.15	Saturday	Christmas Fayre	Hall	7.30am	4pm
14.01.16	Thursday	PSA Meeting	Staff	6pm	8.30pm
28.01.16	Thursday	Free Let	Hall	6pm	9pm
11.02.16	Thursday	Valentine's Disco	Hall	3.20pm	9.30pm
01.03.16	Tuesday	PSA Meeting	Staff	6pm	8.30pm
31.03.16	Thursday	Free Let	Hall	6pm	9pm
20.04.16	Wednesday	PSA Meeting	Staff	6pm	8.30pm
06.05.15	Friday	Spring Fayre Preparations	Hall	3.20pm	8pm
07.05.16	Saturday	Spring Fayre	Hall/Outside	7.30am	4pm
12.05.16	Thursday	PSA Meeting	Staff	6pm	8.30pm
02.06.16	Thursday	Free Let	Hall	6pm	9pm
07.06.16	Tuesday	PSA Meeting	Staff	6pm	8.30pm
23.06.16	Thursday	End of Term Disco	Hall	3.20pm	9.30pm

**Next Meeting is the Annual General Meeting which is to be held on**  
**Wednesday 2nd September 2015 @ 6pm**  
**in the School Staffroom**

