

<p>Friends of Portlethen Primary School</p> <p>Meeting Minutes from 9 November 2016</p>

Present: Sarah Ewen – FoPP Chair (SE)
 Ann-Marie Gordon – FoPP Joint Purchaser
 Ilka Win – FoPP Secretary (IW)
 Sandra McKechnie – Acting Head Teacher (SM)
 Douglas Bruce - Deputy Head Teacher (DB)
 Caroline Scouller – Nursery Nurse
 Eilish Bremner – P1/2 Teacher
 Mrs Roger – P6 Teacher
 Elaine Cowan – P6/7 Teacher
 Inez Simpson – Grandparent (IS)
 Fiona Brown – Parent

Apologies: Wendy Murray – Vice FoPP Chair (WM)
 John McGungle – FoPP Treasurer

Minutes of last Meeting: Minutes were agreed and distributed.
 Minutes proposed by Sarah and seconded by Ilka.

Matters Arising and Review of Recent Events:

- 1. Christmas Cards fund raising** <http://www.classfundraising.co.uk/>

Subsequently, templates for Christmas cards were sent home with nursery children while all other pupils prepared theirs during classes. This fundraising project organised by IW was well received by parents of both schools with a total of £911.40 raised for Portlethen Primary Scholl and £492.13 for Hillside School.

Portlethen Primary School final order overview:

Class	cards	gift tags	mugs	tea towels	total [£]
P1	21	0	1	3	133.50
P1/2	13	2	8	8	176.50
P2	20	5	3	8	186.75
P2/3	16	1	6	5	155.25
P3	19	4	4	4	156.00
P4	22	7	5	8	212.25
P4/5	10	1	1	3	80.25
P5	9	6	3	6	118.50

P6	5	1	3	0	44.75
P6/7	10	4	6	6	138.00
P7	15	2	3	1	104.00
PEYS nursery	27	6	5	26	370.50
Red/Blue nursery	30	5	15	24	428.75
Green/Yellow nursery	19	3	7	10	217.25
Total	236	47	70	112	2522.25

Hillside School final order overview:

Class	cards	gift tags	mugs	tea towels	total [£]
P1M	25	3	3	17	228.75
P1Mac	17	6	2	5	159.00
P1WKS	19	5	6	10	214.75
P2	22	7	4	8	206.25
P2/3	12	1	3	3	102.25
P3	13	6	7	11	200.00
P4	18	6	4	6	169.50
P5/6/7	6	1	3	0	49.75
Total	132	35	32	60	1330.25

2. Halloween Disco

A joint Halloween Disco took place on 27 October and raised £345 pounds. A total of 109 children attended from Hillside School resulting in £110 donated towards Hillside School funds. Noise levels were kept to a minimum with the hall exit door only opened at the end of each session. The tuk shop made a slight loss this time but the bought sweets will be sold again at the Christmas Fayre/Enterprise. Small changes to the tuck shop set up made a great difference to the smooth running.

It was noted that older pupil's behaviour seemed to improve during the last disco (P6 and P7) once the rules were laid down. It was noted that the DJ did not respond well to song pupil's requests which will be addressed when contacting him again for the next Valentine's Day disco in February 2017.

3. Spree Books

Fund raising by WM is completed and Hillside will be given £50 of the share Spree book sale generated.

4. Christmas School Enterprise, 7 December, 5-7pm

The school planned at least one enterprise for each class. FoPP will set up a chocolate/bottle tombola, tattoo, pick & mix, ball toss stall. DB will get in touch with Hillside to work out what will be done by the school.

SM asked for a joint call for tombola and PIP items to be sent out to parents. An example would be: We will accept any donations of bottles, chocolates and unwanted gifts and jewellery or any combinations of the above.

IS suggested a stall where photos with Santa could be purchased. Selection boxes would be available for £2.50.

5. Bags to School

Bag collections - of clothing to generate funds for the school - are still to be confirmed but they were supposed to take place on 6 December.

Potential future Events:

1. Santa lorry ride – 6 and 13 December

Fishermoss are going to be doing a Santa lorry ride on the 6 and 13 December and have asked if Portlethen Primary School and Hillside School would like to be involved. It will involve walking through Portlethen's residential areas behind the lorry and asking people (who will come out of their houses to see Santa) to donate towards the school funds. Volunteers are needed.

2. Taste of Scotland event (25 January 2017)

A discussion was held about a Taste of Scotland event. PIP will be organising a Burns Evening around the 25 January 2017. The school used to organise such event in the past which SE confirmed was a good fundraising event making around £2,500. However, it was remembered as very labour intense with 12 parents from PSA and additional staff to look after each class as pupils were located in classrooms to consume food. It was remembered as a long night. For another fundraising event not to cash with PIP it was decided to have an event around February/March.

After a brief discussion it was decided to remove the January let as it was not a good time to stage a large fundraising event so shortly after Christmas. The March let will be used instead as an opportunity to make a large event happening. Possible suggestions were Lady's night and Pokemon go. EB will make some enquiries about Pokemon go and find out how this could be turned into a fundraising event.

3. Spring Fayre 2017

A date is still being sought. SE had no replies to her enquiry from Newtonhill School about the date of their Spring Fayre.

4. Valentine Disco

The disco is planned for 16 February 2017.

Next Meeting to be held on Thursday 12 November 2017
at 6pm in the School's Staffroom