

Blackhall Primary PSA - Minutes

Date of Meeting: 11th May 2022
Chair: Jill McIntyre
Venue: MS Teams
Circulation: PSA Reps & School
Prepared by: Clare Mackersie

	Action With
1. Apologies: Erin Mason, Louise McFadyen, Claire Yates, Kay Carr, Ann Crawford, Fiona Dill, Felicity Chisholm, Frances Ross, Elizabeth Budzynski, Kiran McConnell, Pam Crawford	
2. Approval of Minutes from last meeting (23rd March 2022): Minutes were approved. Proposed by Wendy Stuart (WS) seconded by Carol Walker-Lyon (CWL).	
3. Matters Arising: All relevant matters from previous meeting have been completed. Details outlined in agenda items below and updates will be given at each section throughout the meeting.	
4. Welcome & Introductions Jill McIntyre (JM) welcomed everyone to the meeting. The actions from the last group have all been taken forward. JM reminded the Committee that we have agreed to have a joint AGM on the 15 th June with the Parent Council which is a good opportunity to signal the great work that's carried out by both groups and encourage new volunteers. CM confirmed that she would contact the Parent Council Secretary to discuss logistics. KM agreed to put in the school let request for 630-8pm on 15 th June.	Kirsty (offline confirmed let requested)
5. School Update Kirsty Martin (KM) provided an update on the current restrictions within the school. A whole school letter was recently issued and the majority of items were covered within that. <ul style="list-style-type: none">- Photographer has been booked for school photographs for individual, family and P7 class photos for 18thPM and 19th AM/PM.- A School Garden Tidy as been organised for Saturday 28th May between 10-2 pm. Own tools welcome and Gus will lead the tidy up.- The ASN reps were recently able to meet in the school.- A Sharing/Learning time will be help on Monday 30th May (AM) and Tuesday 31st May (PM).- In addition, the Senior Team continue to look at transition plans, class mixing and daily discussions are taking place to assess.- KM updated that given conflicting priorities it had been difficult to make too much headway on the Astro Turf. JM keen to support with a smaller number of parents and they'll discuss way forward offline to maximise time in the summer term.	Kirsty/Jill (offline Scot-ex unable to support at this time so KM

	will investigate other private sector options).
<p>6. Financial Position</p> <p>NR confirmed that the balance @ 7/5/22 was £10,355.76. (Including Football subs of £1328 and £3000 minimum balance required)</p> <p><u>Spend since 16th March (prior meeting) totals £1653</u></p> <ul style="list-style-type: none"> Football - £1635 Just Giving £18 <p>Income since 16th March (prior meeting) totals £1296 which is all donations and includes matched funding of £500.</p> <p>Expenditure expected</p> <ul style="list-style-type: none"> Earth Calling £1,000 Bark £1,000 Wonderwoods tidy up £800 Loose parts TBC P7 gifts £400 <p>NR asked KM/GM to confirm any further expenditure or changes required to above.</p> <p>General donations page set up on just giving: General Donations</p> <p>The Financial Year End is 31st April 2022. NR will provide a relevant update to Michael Cockburn (Independent Reviewer) ahead of the AGM. NR will link with JM to sign the required paperwork.</p>	<p>Kirsty (offline confirmed that school pays for Wildlife Learning P4/P5 and parents pay for Outdoor Learning. PSA could support shortfall for parents not able to afford.)</p>
<p>7. PSA Update</p> <p>JM discussed the upcoming events and asked that all reps promote these to year groups.</p> <ul style="list-style-type: none"> Gardening Day – Saturday 28th May -PSA to support start/end, Hot drinks and soup with opportunity for baking donation P1 induction including a uniform swap -16th June – WS offered to support GM with serving of wine. Sharing/Learning time – 30th May AM, 31st May PM School Sports Day – Friday 10th June – support required to help mark out the grounds. KM will check what areas needed and mindful of the Community Sports Day the following day. Opportunity to get Fruit & Water for the children from a local sponsor (Kirsty Miller will look into options if any support from M&S can be given). Healthy snacks for children required but teas/coffees & cakes could be on offer for parents/carers. Blackhall Sports Day – Saturday 11th June – supporting with strawberries and sweets. If any reps/parents have farming connections please let JM know. 	<p>All PSA reps</p> <p>Jill/Kirsty Miller</p> <p>All PSA reps</p>

<p>JM agreed to speak to Lyndsay Hemsley re uniform swap opportunities in May/June. Later year uniforms are light in stock – if P7 reps can ask parents to return any unwanted uniform post end of term.</p> <p>JM will present to the P1 parents induction encouraging new reps to join in the new school term. CWL can also attend to talk about School Football.</p> <p>P7 show preparation continues for the 8th (matinee) and 9th June (evening) performances at Blackhall Parish Church. Request for P6 parents to help on the other day to allow P7 parents to watch. NR will update in due course. Ticket numbers and scenery requests still in progress. Opportunity to have a tuck shop fundraiser linked to circus theme with no nuts. School children could also help prepare.</p> <p>CM suggested it was a good opportunity to ensure those who can claim matched funding spread out across each of the events.</p> <p>The Chair of the Parent Council recently met the Pupil Council and they are designing a poster for the AGM.</p> <p>JM will arrange a whole school drinks at Ye Olde Inn – Date/Time to be confirmed.</p> <p>We agreed to hold another Summer Sports Challenge and some reps are asked to form a small group – please let Clare have the names.</p>	<p>P7 reps</p> <p>Jill</p> <p>P6 reps</p> <p>All PSA reps – each year to nominate 1 person.</p>
<p>8. Football & Library Updates</p> <p>CWL updated the Committee on the Football season. There will be a World Cup competition to be held with prizes. Winter location for younger pupils still to be found. Discussion on pushing Mattie from Active Schools to support finding solution that are council owned that can be used. The cost of the football is significant that other schools don't have to expend.</p> <p>A donation of £200 was received from the Sports Committee.</p> <p>The library is up and running and CWL and Susan are looking at how to run it going forward with regards to rota etc. Some new books that are popular (Weird but True) were ordered to cost of £94.</p> <p>KM confirmed offline that there is no need for library volunteers to require a PVG for the role they are fulfilling in the library.</p>	
<p>9. AOB</p> <p>Summer collections for Teacher gifts – all year groups to progress as they have done previously.</p> <p>CM will source updated list from school for staff gifts.</p> <p>WS shared some feedback from current families that all communications (school and social) should be mindful of language and use of abbreviations and that some explanation of events or items for discussion might require additional explanation.</p>	<p>All PSA reps</p> <p>Clare</p> <p>All PSA reps</p>

All reps to confirm to JM if they are continuing next year – a reminder that the aim is to have minimum 2 reps, preferably 4, for each year Group as well as positions for Chair, Vice-Chair, Secretary & Treasurer.	
10. Next meeting: 15 th June 2022 – AGM Potential Final PSA meeting to be arranged.	All PSA reps