

**Roseburn PTA**  
**Minutes of Meeting held on**  
**Tuesday 19<sup>th</sup> June 2018 at 7:00 p.m.**

**Present**

C Berroya, F Knops, K Watt, K Hopkins, W Crerar, M Leow, M Jamieson, E Locuna, G Marnitz, M-L Teden, E Herreru, J Boucher

**Apologies:** S McGreehin, S Shaw, E Preedy

**1. Minutes of last meeting/ Actions arising**

Accepted.

Ongoing actions from last meeting

- Helpers at fair to email their hints/comments/tips/learnings from fair for collation
- CB or WC to add other PTA members to dropbox access.

**2. Treasurer**

KH reported the official report is still to come. A spreadsheet will be circulated once complete

Still awaiting monies from Beetle Drive, Disco and Silent Auction

No invoice (again) from Butterfly World.

Plan to claim matched funding through RBS for Nick and Emily for Fair and for Fiona for Disco.

ACTION: KH to send spreadsheet of full report.

**3. Charitable status**

FK reported still awaiting clarification of long term view for Business Plan. FK has draft and will add information from MLT re ICT needs and playground. Will need more detail and rough estimates. Once completed that would allow application to go ahead.

ACTION: FK to make draft available with PTA once completed for opinion.

**4. Events**

- Beetle Drive

Using P7 to advertise did not go so well.

Mainly attended by PTA families.

Fun event BUT ? wrong time of year, better in winter.

Made approx.. £150 with minimal outlay, although in future would also involve cost of let.

ACTION: Plan for another in 18 months time, in Autumn term

- Disco

Unanimous agreement that event was 'cracking'  
Made approx.. £260 with 47 tickets sold  
Agreement that would definitely do again

- Sports Day

Teas and coffees well received, catering thermoses borrowed from Murrayfield Wanderers Rugby Club (via Tash). Used gazebo supplied by CB. Table supplied by FK  
Made approx. £30-40. Donation box worked well.

#### 4. Coming up

- Uniform sale at P1 Induction Day-  
EL to organise

- Welcome Coffee Morning

Planned to emphasize on welcoming P1 (and other new) parents.  
Plan for 31 August.

JB volunteers to co-ordinate via whats app. FK also volunteered.

Suggestion of promotion of PTA activities and events going forward, inc easyfundraising and fund matching

ACTION: JB to arrange- inc parent mail

- Art Exhibition

Usually on a Friday in October

ACTION: discuss at next meeting

- Cheese and Wine

Discussion re date, possibly in early November, after parent consults

ACTION: discuss at next meeting

#### 5. Funding Requests from School

- MLT presented her 'Legacy' shopping list, based on the annual school improvement plan, as per discussion with all staff, parents and children, and submitted to council.

- Priorities are:

1. Writing
2. Maths
3. ICT

- Maths- materials required in every classroom. Total requested :£3982.14. This includes research and training.d plan for m

- ICT- this is due for refreshment. Classroom laptops to be replaced by council funding. Vision is to disband the ICT suite and spread the equipment through the classrooms. Request for visualisers in every classroom, amount requested: £1290. Further other equipment required (yet to be costed), being ipads to allow 4-5 per room and 2 to 1 in P6/7, taking into account current ipads have about 12 months left of functionality. (ML enquired why ipads vs android. MLT reported teachers

familiar with ipads, security deemed better, and other schools who have trialled android, pronounced ipads better). Coding- currently have 3 clubs in school, full. Need clear programme for P1 through to P7, currently have 3 Raspberry Phi machines, would need further equipment.

- Writing- ie creative writing- shopping list would include 3 books/teacher
- No objections to any funding requests, confirmed by unanimous vote. Total approx.£6000.
- Playground- agree that equipment and environment is tired. Changes are complicated as special risk assessment required with initial cost of £1000 with ongoing charges. Agreement that benches need replacing and plan for removal and replacement with movable benches in first instance.

ACTIONS: Cheque 1 re Visualisers and maths equipment- total of £5272.14 to be organized by FK Exact amount re writing to be confirmed by MLT  
Cheque 2 by FK when above amount confirmed  
Purchases to be made for start of next school year session.

## 6. **AOB**

- Committee resignations

MJ states she will stay to Christmas to assist with handover re Halloween.

SS to step down from committee

KH to step down as treasurer- FK to takeover

CB wishes to resign as Chair- WC volunteers to take on this role, accepted by committee

Secretary position made vacant by WC move to Chair- ML volunteers to take on, accepted by committee.

ACTIONS: Folder passed by CB to WC

WC and FK have mailbox access

Key to box in reception

Everyone to have access to dropbox (as per prev minutes) and plan to store info re events there rather than paper form.

- Venue

As discussed prev, there are no free hours for PTA, 'let' would need to be paid for

Suggestions: Wanderers clubrooms- but will cease to exist over next year

Lawn bowling club

The Bothy- but would need to be purchasing a meal?

Saughtonhall Rec- on wrong side of catchment, £13 an hour with half hour either side- so £13 a meeting

Dove Café at Murrayfield Parish church-

Murrayfield Tennis Club- free to members (CB and WC are and have key)

St Georges- contact facilities manager

Tynecastle- unpopular, last resort

ACTIONS; CB to contact tennis club, Dove, KW to contact Bowling (?via Mario), WC to contact wanderers and St Georges

ADDENDUM- discussion had with Paul (RSPP). As have funding from council to run the group, plan to continue at school, paying for let. As PTA part of RSPP, happy to have PTA meeting at same time to save cost, (5 per year) and to fund other PTA meetings (further 5?), in addition to having these alongside evening activities as appropriate (cf tonight with P5/6 disco).

## **7. Date of next meeting**

The venue and exact date of the next meeting, were not agreed upon.  
Original date was for 12/06.

Addendum- next RSPP meeting is to be 11 Sept- their AGM, PTA meeting required before this, ie 4 September?