

Struthers Primary Parent Council/Fundraising Group Meeting

13 September 2016

Fundraising Minutes

(Kirsten Gallacher handed over to the fundraising group to go through our agenda items.)

Claire Kirk thanked the group for attending and explained the rationale behind merging of the two groups. Due to external commitments, Claire has advised the fundraising group last session that she would be standing down from her role as chair. Unfortunately no one stepped forward to take on the post, and rather than see this vital group come to an end, it was suggested that we merge with the parent council and perhaps this would give the fundraisers more support.

Claire agreed to stay on as co-chair, with Andrea Baird sharing the role. They will both now work with Kirsten and Lisa (parent council co-chairs) together.

Claire then went on with the agenda as follows:

Breakfast club: this is a recurring agenda item for the fundraising group as we continue to support the school with provision of this service. Mrs Houston had approached the group to see if a reduction in the daily cost could be considered. It is currently £2 per child per day. This covers the costs of breakfast items and childcare/supervision. Angela Boyd has reviewed the costs in reference to the numbers attending and unfortunately we cannot reduce this at the moment.

Previously SAC had operated the club, providing the accommodation and staff, with children paying for food items each day. Now the group has to cover all costs for this, not only food, therefore the overheads are fairly consistent, regardless of how many children attend.

If the service had to be withdrawn, the Fundraising group felt it was appropriate to give parents a notice period of one year. The current bank balance held in the breakfast club account would ensure that the overheads would be paid, even if numbers attending were to reduce in that period before closure. This means that the group could not currently reduce the daily costs, but obviously should the numbers attending increase, this could be reviewed again. (Currently income level of around £25 per day is necessary to break even)

Christmas cards – the templates for these are in school and children will be designing them this week. Claire raised the issue of help for the orders and record keeping for this as it is a huge task and Angela would not be able to take this on again this year. It was suggested that perhaps two people could share it, but this would only apply to collecting orders etc., the record keeping of payments, order received, placed and delivered, really needed to be controlled by one person. Kirsten advised she would be able to help with this.

Discos – the next discos are 2 weeks away, scheduled on 29 September. Letters to ask for assistance from parents and carers will go out this week.

Sponsored bounce – this is due to take place on Thursday. As there was no summer fair this year, and the bag packing had to be cancelled due to lack of helpers, the group decided to go ahead with

the sponsored bounce again. The Sport Relief mile sponsored event in March was very well supported, therefore the date for this event was pushed back to the start of this term. There will be a tuck shop available at break and during lunch if children wish to buy items.

Calendars – the group discussed the production of school calendars this year. Last year was a great success, in no small part due to the efforts of Kirsty Neil and her dad, who staged the shots and took the photographs. If this were to go ahead again, the first issue would be to secure the assistance of a photographer. Jane Houston advised she would ask Kirsty if her dad would be able to offer his time and support again this year. It was suggested that perhaps instead of birthday months, each class, the 2 nursery sessions, and staff could each have their own month and come up with themes for their photos.

Christmas fair – this is likely to be held on Friday 2 December, and the group would be looking for raffle prizes, if anyone had any suggestions or contacts for this, as well as the usual dress down day for the children for donations of chocolate and bottles for the tombolas.

Halloween – there will be two prizes for each class and nursery session, for the best boy and girls costumes. Judges are required from the fundraising group for this (2) to go to the classes and choose the winners. Each prize will be £5 WHSmith voucher.

Coming up next term – there is another disco due in February. If there are sufficient helpers the group would hope to hold the bag packing again at Morrisons. Lindsey Bonellie will find out about available dates.

There will be a school event (a show) in February which the group are not involved in, and possibly a summer fair next year, but this has yet to be decided.

Other ideas suggested were a repeat of the psychic night, which was very successful last year, and perhaps a beetle drive, which would involve parents and children. It was agreed this would be looked at for possible dates around Easter.

HELP!!!!

Given the merger of the two groups it is hoped that there will not be as much of an issue with getting parents to support the fundraising events going forward. Every year this is a growing issue, with the bag packing cancelled last year and the discos only confirmed with two days to go. The group cannot continue with the same core volunteers doing every event, if other parents and carers will not offer support. Claire advised that she simply cannot take on the responsibility for organising events without other people taking on some of the burden.

As mentioned above with the Christmas cards, and with organising helpers for discos, Christmas fair, bag packing, these admin tasks take a lot of time and effort, especially when Angela is left searching around for numbers days before an event. We do not want to cancel events, especially those which directly involved the children, like the discos.

Susan Kirk advised that she would write a newsletter to go in schoolbags with details of the help we require throughout the year to ensure the events can go ahead. If we can get people to volunteer early and ensure they understand the effort required to make these things happen, it may

encourage more to help. This will also raise awareness with the new parents joining the school and nursery this session.

It was suggested by Corrie Duncan that perhaps the formal surroundings of the school put parents off of attending meetings, however the group have tried other locations, such as the Old Loans Inn, and whilst people may attend meetings, it is still difficult to get commitment to sharing the workload.

Morag MacKenzie suggested that if we could publicise the tasks at this early stage it would give people the chance to think about it and perhaps volunteer with a group of friends to take things on.

It was agreed the group would aim to raise the profile of events with parents and carers early in this term, and hopefully secure more assistance.

The meeting was then passed back to Kirsten Gallacher to conclude.

S Kirk (secretary)