

**MINUTES OF FISHERMOSS PSC MEETING**  
**HELD ON 17<sup>th</sup> April 2024 @ 17:30**

<b>Attendees</b>	Margaret Ferguson (MF); Marianne McKessar (MM); Dawn Anderson (DA); Daria Starinska (DS); Brenda Sangster (BS); Jenny Barrowman (JB); Michelle Murphy; Crystal Greeff (CG); Susan Bryson (SB); Vicki Tait (VT); Bekah Parker (BP)
<b>Apologies</b>	Fiona McRae; Catherine Middleton (CM); Victoria Munro; Lobke Starr-Vaanholt; Sarah Diack (SD); Amanda Stephen (AS); Audrey Docherty(AD); Alison Miller

<b>Item</b>	<b>Discussion</b>	<b>Actions</b>
<b>1.</b>	<b>Welcome (MM)</b>	
	MM welcomed everyone to the meeting, thanked everyone for attending.	
<b>2.</b>	<b>Previous minutes (DS)</b>	
	Minutes were circulated prior to meeting and accepted. DS to send to Jacqui (JG) who will upload to webpage. A list of action points that are still outstanding from the previous meeting can be found at the end of the minutes.	DS to send minutes to JG
<b>3.</b>	<b>Chair Update (MM)</b>	
	<p><b>Photographer for the School Photos</b></p> <p>At the previous meeting, switching to another photographer was discussed, as the PSC had received numerous complaints from parents regarding the high cost of Tempest photos, with the cheapest option of £16 for a print. Parents inquired about affordable digital options and cheaper bundle packages for families with several children attending the school.</p> <p>MM and JG researched local school photographers, and MM presented the following options:</p> <ul style="list-style-type: none"> <li>• <u>Shoot Bamboo Photography</u> (cheapest class photo 10x7" print £13.00; digital download options starting £18 for 1 image; products like keyrings, magnets, mugs, etc; multi-image print packs or digital download options, that offer a great saving, especially if you have more than 1 child in school, as parents can place a single order for multiple siblings; a cost effective solution for larger families; commission to school )</li> <li>• <u>Donagh Costello Photography</u> ( photo download £22.50; prints – packages only; school commission of 20%)</li> <li>• <u>Deeside Photography</u> (class photo 5 x 7" print is £10.00, and a 10 x 8" one is £15.00 - all in presentation folders; commission to school 15%)</li> </ul> <p>Options were discussed, a vote took place, and <u>Shoot Bamboo Photography</u> was chosen.</p> <p>MF suggested individual/siblings photos to be taken next school year.</p> <p>MM is working on organizing <b>Family Photo shoot fundraisers</b> in collaboration with SmileWithKelly (KAD Photo), with plans to schedule one event in June and another in September. The booking fees for photo shoot slots will be donated to the PSC.</p> <p><b>Adjustable Basketball Nets</b> replacement. At the previous meeting KF</p>	

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	<p>proposed that, as basketball nets on the school grounds are too high for younger children, they can be replaced with adjustable ones. MM made inquiries with the Property and Facilities Management department of the Council and is awaiting an update.</p> <p>The let of the school premises for the <b>Summer Fayre</b> on the 8<sup>th</sup> June has been approved.</p> <p>Ten <b>bicycle helmets</b>, requested by the nursery at the previous meeting, had been purchased and delivered.</p>	
<b>4.</b>	<b>Head Teacher Update (MF)</b>	
	<p>MF thanked the PSC for funding playground equipment for the play boxes, which was agreed upon at the previous meeting. Orders are already coming in.</p> <p>Funding for WOW-boxes containing Ways of Working universal support resources (such as ear defenders, reading rulers, fidget toys, wobble cushions, etc) had also been agreed upon at the previous meeting. However, this has been put on hold for the moment and will resume after the playground equipment project is completed.</p> <p>There are no school requests this time.</p>	
<b>5.</b>	<b>Summer Fayre (MM)</b>	
	<p>The let of the school premises has been approved. So the Fishermoss Summer Fayre is scheduled for Saturday 8th June, 11:00am-2.00pm.</p> <p>This year's Fayre will include various stalls, a car boot sale and fun activities for the whole family.</p> <p>After the let was approved, parents were informed via email that the Fayre would go ahead and were invited to participate in the car boot sale. Local traders and crafters were invited to book stalls at the Fayre.</p> <p>We are seeking enthusiastic volunteers who would like to share their ideas and run stalls for the PSC with games, activities, etc.</p> <p>MM volunteered to run the kitchen as she has a food hygiene certificate, AD will take on the organization of raffle prizes. So far parents and teachers volunteered to run the following stalls and games for the PSC:</p> <ul style="list-style-type: none"> <li>– home baking stall (SD) and muffins (CG);</li> <li>– beat the goalie (Richard Murphy);</li> <li>– tombola (CM,BS);</li> <li>– splat the teacher (FM and DA, if the weather allows);</li> <li>– hook a duck (BP);</li> <li>– crazy golf (VT);</li> <li>– knock the tins (SB).</li> </ul> <p>Fire brigade was contacted and invited to the Fayre.</p> <p>“Dress as You Please Day” will take place on Friday, June 7th, and we will ask for donations of chocolates and bottles for the tombolas.</p>	<p>MM and DS to continue communication with stall holders and volunteers</p> <p>AD to continue communication with the raffle prize donors</p>
<b>6.</b>	<b>AOB</b>	
	<p><b>P7 Leavers books</b></p> <p>At the previous PSC meeting, Michelle Murphy requested funding (£356) for 2024 P7 yearbooks designed using her 2021 template. In previous years, with the exception of 2021, the PSC funded autograph books,</p>	

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	<p>last year's cost was £265. At the previous meeting the PSC voted to decline this proposal and continue funding autograph books instead. Michelle and Jenny informed the PSC that they emailed MF and contacted the parents of all 37 P7 pupils. All the parents agreed to submit photos and fund the yearbooks themselves; however, since the PSC agreed to fund the autograph books, Michelle and Jenny, on behalf of the P7 parents, requested that this funding be redirected to the yearbooks.</p> <p>A discussion was held, and the PSC decided to adhere to the previous decision not to fund the yearbook, based on the previous reasons. It doesn't seem possible to organize design of the yearbooks continuously in future years because of potential exclusion of some children as photos and permissions required; volunteer designer required; P7s normally receive funding for autograph books with the exception that was made for 2021 leavers because of COVID.</p> <p><b>Costco Funding Application.</b> SD submitted an application for Costco charity funding to finance the adjustable basketball hoops for the school playground.</p> <p><b>Nursery trips funding</b> Question from the nursery, whether the nursery is included in the PSC's class trips funding of £10 per child. The PSC agreed to fund that.</p> <p><b>The Fashion Show and Pop-up Shop fundraiser</b>, in cooperation with Planet Tasteful clothes boutique, RR Makeup, Totally Fascinating Millinery and other businesses, is scheduled for 7pm, Friday 10<sup>th</sup> May at Portlethen Golf Club. The ticket proceeds (£5 per ticket) go directly to the PSC, along with 10% of the sales made during the event. Many thanks to Portlethen Golf Club for generously providing the venue at no cost.</p> <p><b>School Discos</b> End of term disco will take place on <u>Mon 1<sup>st</sup> July</u>, let has been approved. There will be two discos: 6pm-7pm P1-P3; 7:15pm – 8:15pm P4-P7. A professional DJ was booked, £180 fee, he'll provide party games. Because of DJ hired, we'll have to increase ticket price from £2 to £3 per ticket. The PSC voted and approved new disco ticket price (£3).</p> <p><b>Nursery Requests</b> To organise a "garden centre" event at the nursery BP requested purchasing a toy till and money. She also requested the purchase of a Bluetooth speaker with a projector for the nursery to provide more music options. The total for both requests was £50.70. The PSC agreed to fund those requests.</p> <p><b>Leavers Ceilidh</b> Michelle asked about organisation of the P7 Leavers Ceilidh. MF</p>	<p>MM and AS to arrange funds transfer</p>

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	<p>explained that the school has historically organised a leavers Ceilidh for P7 including Domino's pizza, a ceilidh band, etc. There is an annual recurring donation of £240 from the PSC to fund the event.</p> <p>Last year parents arranged for a balloon arch. CG volunteered to make a balloon arch for the Ceilidh this year. DA suggested that the arch can be used for the nursery graduation as well.</p>	

**Date of next Meeting: Thus 30th May, 17:30**

**Summary of Actions from this and previous meetings:**

<b>Meeting/ Agenda Item</b>	<b>Action required</b>	<b>Responsibility</b>	<b>Timeline</b>
13/09/23 item 8	<ul style="list-style-type: none"> <li>MM to send quarterly reminder to remind parents that uniform can be purchased all year and that profits go directly to school</li> </ul>	MM	Ongoing
13/09/23 item 11	<ul style="list-style-type: none"> <li>LSV organise PVGs</li> </ul>	LSV	Ongoing
17/04/24 item 6	<ul style="list-style-type: none"> <li>MM and AS to arrange funds transfer for nursery request for toy till and Bluetooth speaker</li> </ul>	MM, AS	Ongoing
17/04/24 item 5	<ul style="list-style-type: none"> <li>MM and DS to continue communication with stall holders and volunteers</li> </ul>	MM, DS	Ongoing
17/04/24 item 5	<ul style="list-style-type: none"> <li>AD to continue communication with the raffle prize donors</li> </ul>	AD	Ongoing
17/04/24 item 2	<ul style="list-style-type: none"> <li>DS to send minutes of 13/03 to JG to upload to the PSC webpage</li> </ul>	DS, JG	Completed Mar 24

## Summary of Completed Actions from previous meetings 23/24:

Agenda Item	Action required	Responsibility	Timeline
13/09/23 item 3	<ul style="list-style-type: none"> <li>Send minutes to Jacqui</li> </ul>	LSV	Completed Sept 23
13/09/23 item 9	<ul style="list-style-type: none"> <li>Set up crowdfunding link for sponsored walk</li> </ul>	LSV	Completed Sept 23
13/09/23 item 10	<ul style="list-style-type: none"> <li>MM write blurb with MF to be shared about Xmas cards</li> </ul>	MM,MF	Completed Sept 2023
23/11/23 item 2 15/02/24 item 2	<ul style="list-style-type: none"> <li>Send previous minutes to Jacqui</li> </ul>	JG, DS	Completed March 24
23/11/23 item 4	Transfer funds for funding of school trips and other school requests	JG, MM,AS	Completed Dec 23
23/11/23 item 5	<ul style="list-style-type: none"> <li>Complete the floor plan of the Fayre</li> </ul>	MM, DS	Completed Nov 23
23/11/23 item 5	<ul style="list-style-type: none"> <li>Coordinate Santa Run volunteers</li> </ul>	MM	Completed Nov 23
15/02/24 item 4	<ul style="list-style-type: none"> <li>AS to inquire at John Lawrie Metals about the donation of gardening equipment</li> </ul>	AS	Completed Feb 24
15/02/24 item 6	<ul style="list-style-type: none"> <li>MM to apply for the let for the Summer Fayre</li> </ul>	MM	Completed Feb 24
13/03/24 item 2	<ul style="list-style-type: none"> <li>DS to send minutes to Jacqui to upload to the PSC webpage</li> </ul>	DS, JG	Completed Mar 24
15/02/24 item 4	<ul style="list-style-type: none"> <li>MM, AS to organise transfer of the requested funds for class trips, art and science supplies</li> </ul>	MM, AS	Completed Mar 24
15/02/24 item 6	<ul style="list-style-type: none"> <li>MM and RM to contact the Council to find out what approvals are required for the multiuse pitch upgrade</li> </ul>	MM, RM	Completed Mar 24
13/03/24 item 4	<ul style="list-style-type: none"> <li>MM, AS, JG to organise funds for WOW-Boxes, Play boxes</li> </ul>	MM, AS, JG	Completed Apr 24
13/03/24 item 8	<ul style="list-style-type: none"> <li>MM to register with IQ Cards</li> </ul>	MM	Completed
13/03/24 item 8	<ul style="list-style-type: none"> <li>MM to contact photographer to do fundraiser</li> </ul>	MM	Completed Apr 24
13/03/24 item 8	<ul style="list-style-type: none"> <li>MF, JG to look for photographer</li> </ul>	MF, JG	Completed Apr 24
13/03/24 item 2	<ul style="list-style-type: none"> <li>DS to send minutes of 15/02 to Jacqui to upload to the PSC webpage</li> </ul>	DS, JG	Completed Mar 24
13/03/23 item 4	<ul style="list-style-type: none"> <li>MM, AS, JG to organise funds for bicycle helmets for the nursery</li> </ul>	MM, AS, JG	Completed Mar 24
13/03/24 item 8	<ul style="list-style-type: none"> <li>MM to inquire if basketball nets replacement is possible</li> </ul>	MM	Completed Apr 24
15/02/24 item 6	<ul style="list-style-type: none"> <li>MM to prepare a post to the parents regarding organising the Summer Fayre stalls and volunteers</li> </ul>	MM	Completed Apr 24

17/04/24 item 2	<ul style="list-style-type: none"><li>• DS to send minutes of 13/03 to JG to upload to the PSC webpage</li></ul>	DS, JG	Completed Mar 24
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