

## Parent Council Meeting Minutes 27<sup>th</sup> May 2019

**Attendees:** Gordon McIntyre, Dawn Thomson, Andrew Ho, Anne Scott, Elisabeth Winter, Katie Campbell, Emma McLoughlin, Karen Souza, Jennifer Borthwick, Shabnam Hussein,

**Apologies:** Rachel Liddell, Melanie Ruxton, Orla Irwin, Cllr Mark Brown, Neil Gibson

### Minutes

#### AGM

- Dawn noted good attendance at the meetings throughout the school year with a focus on getting things done whilst having some fun. She welcomed the contributions of attendees and willingness to “muck in” and help. The Facebook page issues have settled down with more focus on information sharing and a note of thanks to the administrators of the page. Parent council members have attended pupil council and pupil voice groups during the year with positive feedback. The following appointments were confirmed:
  - PC Chair: Dawn Thomson
  - Treasurer: Andrew Ho
  - Uniform Rep: Anne Scott
  - Staff rep: Stuart Lithgow
  - Co-opted members: Alastair Keil and Eric Jackson
  - It was agreed that sharing the fundraising role continued to work well as a team effort with thanks to Katie, Charlie, Karen and Mel who had all led key fundraising events during the year.
  - Emma to attend the P1 welcome session on 20<sup>th</sup> June.

#### 1. Minutes from previous meeting and actions

Minutes of the previous meeting were approved.

#### 2. Head teacher report - Gordon

Gordon shared his summary report as follows:

- **Rights respecting school:** delighted to confirm this accreditation and Gordon noted a huge team effort but particularly Mrs Henderson and Mrs Gilhooley and he thanked Dawn for attending on the day of inspection. This provides excellent focus on how the children themselves can influence change.
- **Class organisation:** a communication has gone out to all parents and a follow up session has been arranged with regards to any concerns. With regards to the composite class structure, Gordon noted application of a city wide policy.
- **Building works progress:** remains on schedule with top floor classes currently being refurbished.

#### 3. School Crossing and Parking Updates

- Anne to share timeline with Karen Souza to facilitate nudging the necessary council departments **Action: Anne**
- It was agreed to order 4 more parking bollards. **Action: Dawn**

#### 4. Parenting Classes – Emma

- Emma noted 50 replies to the survey and that a Friday morning was the most favoured slot. This would be progressed during the 2019/20 school year with suggestions for other support including First Aid and Online Safety.

#### 5. Absence Procedure - Elisabeth

The school policy is to contact parents where a child is absent without prior notice but some parents did not think this was always occurring and cited recent examples. Gordon to follow up and advise. **Action: Gordon**

#### 6. Summer Fair Planning

- Planned for Saturday 8<sup>th</sup> June.
- The group discussed and agreed appropriate pricing levels for stalls.
- Updates to be made to Facebook page and shout out for more volunteers (especially males!) to join and help.

#### 7. Current Financial Position

##### **Money in:**

- £7,941 during the year as follows:
  - Net p6/7 summer fair takings: £414
  - School uniform order: £56
  - Net Summer fair takings: £1,854
  - Net Christmas fair takings: £3,282
  - Council funding: £730
  - Halloween disco: £275
  - Christmas cards: £529
  - Rag bag commission: £125
  - School uniform commission: £658
  - Sticky label commission: £20

##### **Money out:**

- £5,482 as follows:
  - Football team strips: £340
  - Classroom funding: £2000
  - School banner: £108
  - PC box: £31
  - Traffic patrol post: £262
  - P1 homework bags: £414
  - School ties: £377

- Transport subsidy: £500
- Christmas show coach hire: £1,450

**Current balance:**

- £2,565

**8. Requests for Funding**

Full list of parent council funds allocated across the year groups to be included in the newsletter.

**9. Updates from Pupil Council and Community Council**

n/a

**10. Newsletter Update – Dawn**

- Any items you wish to include in the next newsletter, please contact either Anne/Dawn

**11. AOB**

- **Bikes:** Melanie queried which year groups use the bikes funded by the parent council. Gordon replied that this was usually p6 but building works had impacted the bikeability schedule this year. Those pupils will get an opportunity to use those in p7 though, so will not miss out.
- **Air conditioning:** Melanie queried if this is working in the p6/7 block as this was not being used during the recent hot weather. Gordon advised of a timer issue and that an engineer had been booked to resolve this before end of term
- **Books:** Anne queried this on behalf of a parent who would like to donate books but is unsure of requirements. Gordon advised that Mrs Gilhooley would put a shout out for books, advising what is required, by the end of term.
- **Sports day:**
  - Shabnam queried the date given conflicts with Ramadan. Gordon advised that there are a number of factors including weather and the June schedule for teachers which is busy and involves additional activities including new year class organization and recruitment.
  - Jennifer queried the length of time of sports day for P1s. Gordon advised the number of events ensures all classes are engaged in an activity and as class numbers have grown, necessary adjustments have been made to accommodate this.
  - The group discussed different approaches to sports day with some favouring more competitive elements. It was agreed there was no easy solution but agreed organising the event is a huge undertaking with focus on participation and fun, and on the whole it was very well received with events for older year groups (such as inter-scholastics) introducing a more competitive element to the sports agenda.

**2019 / 2020 Meeting Dates:**

30<sup>th</sup> September, 18<sup>th</sup> November, 13<sup>th</sup> January, 24<sup>th</sup> February, 27<sup>th</sup> April, 25<sup>th</sup> May (AGM)