**Port Ellen Primary School Parent Council**

**Minutes**

**8th March 2018**

**Parent Chair Welcome**

The chair welcomed the group to the meeting.

**Apologies**

Apologies were received from Caroline Morris.

**Minutes from last meeting**

The chairperson read through the minutes of the last meeting. Paint and hooks for the shed have been purchased and Ross Heads has agreed to make a fine motor skills unit.

The minutes were proposed by Mary Swanson and seconded by Katie Bonar.

**Review Constitution of Parent Council**

The constitution was circulated to the members of the group. All agreed that the content was adequate for our purposes but it was noted that minutes were not being added to the website.

**Action:** Bonnie Wood to send minutes once approved to Jo Clark

**Action:** Bonnie Wood to upload a link to the minutes of meetings to Facebook.

**Action:** All members of the parent council to ‘add’ their contacts to the PEPS Parent Council to grow the membership of the group. Current membership of the group is 15.

**Action: Item 10: Remove Parent Notice Board and say just website and link on Facebook Page.**

**Edit Item: 7 typo – of all parents**

**Section 12 – refers to the General Purpose Fund. This was passed to the new Treasurer to ensure all financial activity was being undertaken correctly e.g. the receipting of invoices.**

**Action:** Bonnie Wood to make amendments, add it to website and request amends through newsletter.

**Review role of Parent Council**

Discussed sharing information with the Parent Forum and agreed that we would use the school newsletter to incorporate and update from the Parent Forum with Parent Council news. It is hoped that this will encourage members of the parent forum to be more engaged with the parent council and even attract new members of the council.

**Fundraising Update**

**Cookbook**

We did a cookbook for Mother’s Day order recently and a few orders had come in. We can also sell is as an ‘Easter Gift’. The World War 100 committee is looking for stalls to have on the green on 4th May. This would be a fantastic opportunity for Port Ellen Primary School to sell books, tea towels, aprons.

**Action:** Arrange for a stall on the green. Katie can help in the afternoon, Bonnie is able to set up. Linda to pass Bonnie the times for the stall.

**Feis Ile – Laphroaig Open Day Tue 29th May**

Discussed refreshing the aprons and tea towels and having a Jute Bag showing the Three Distilleries Pathway.

**Action:** Bonnie to look at cost of Jute Bags – send examples to Sally and Kate.

**Action:** Teachers to arrange design work.

**Easter Egg Hunt**

28th March for Easter Egg Competition and Easter Egg Hunt at 11.30am. Grace was asked if she would be able to judge the competition, Grace will check her diary.

**Action:** Sally to order easter eggs from Amazon.

**Latest changes/updates within the school**

25 came to stay and play – very positive.

Going to be Care Inspected for the Nursery this week coming or next. With nursery improvements, we will get what was discussed in the last meeting at the very least, and whether we get the bubble or not, will be determined by the funding from Scottish Government for provision for two year olds. A meeting is taking place to discuss budget provision in March.

The toilets have been painted and pipes boxed in and are looking much smarter.

**AOCB**

No other current business.

**Date of Next Meeting**

Thursday 17th May 6.30pm