**Port Ellen Parent Council Meeting**

**Minutes of Zoom Meeting**

**24th November 2020**

**Apologies**

Maria Heads

**Minutes from Last Meeting and Matters Arising**

The minutes of the last meeting were agreed as an accurate record.

**ACTION:** BW to add a list of actions at the end of the minutes going forward so that minutes don’t have to be read out and only actions need to be covered at each meeting.

**Matters Arising;**

School Clubs – not able to mix bubbles

Andrew Burnham is going to be coming into school on 2nd December. Stringent hygiene measures will be adhered to and will use a separate class room. Kate Brown will be working with him.

CCTV – the second quote received for the work, from Iain Woodrow of £2,500 has been given go ahead by the council.

Maureen met with Lara. They were having their first go at the walk about initiative. They have people trained to undertake the activity. **Action:** Kate Brown will follow up on the Walk About project and feedback to the Parent Council at the next meeting.

Food Share Scheme has been set up with the Co-op. It has been a little hit and miss in terms of what is received – today was Macaroni Cheese, but arrangements are being made though the cyber to freeze these and give to people in the community. The bread and fruit has been good and the children really enjoy it.

**Fundraising**

The Advent Raffle has been a huge success and all tickets are now sold out. 400 tickets were printed and sold at £1 each. Tina has ordered prizes and will deliver them to the school.

Jo Clark has created a digital advent so you open it online and it tells you what the prize is each day. The staff have decided this year to contribute towards a hamper prize as opposed to doing a Secret Santa this year.

We are just waiting on hearing back from Lagavulin on a prize. Maria was following this up.

Noted that Gary Clarke has made some fantastic benches for the school and this has been hugely appreciated.

**Covid Update**

A communication flow chart has been sent out today. Further information will be going out in a newsletter to parents. Time has been spent doing a contingency plan looking at different scenarios with staffing to cover posts. There is flexibility between the joint schools which would be a huge benefit if needed.

Noticed that there have been less colds and tummy bugs this year which is likely down to the hygiene measures in place.

Children will be able to have Christmas parties within their own class bubbles. Santa will e.g. come and wave through windows. Presents have been delivered and will be distributed but Santa will make an appearance.

**Next meeting**

Agreed AGM will be 26th January 5pm. Advertised as ‘Zoom link will be sent if you private message.’

**ACTIONS FROM THE MEETING**

**ACTION:** BW to add a list of actions at the end of the minutes going forward so that minutes don’t have to be read out and only actions need to be covered at each meeting.

**Action:** Kate Brown will follow up on the Walk About project and feedback to the Parent Council at the next meeting.

**Action:**  Maria Heads to be asked to follow up on a prize from Lagavulin.

**Action:** Maureen to issue a newsletter within the next couple of weeks

**Action:** Bonnie to request the Ileach to insert an advert for AGM on 26th January 6.30pm.