**Langlands Parent Council Meeting**

Monday 27th November 2017 6:30pm

**Present** L Urquhart, E Keilty, L Sutherland, A Morrison, T Smith, L Duncan, L Baxter, K Tough, L Allardice, K Smith, M Barrie

**Apologies** S Sturrock, K Loudon, D Gibbs, D Black, F Retalic, C Gherxi, F Murray, G Cormie, S O’Conner, D Hood, L Souter, K Balfour.

Welcome and apologies as above.

Concerns from previous minutes – none.

L Urquhart began by saying how successful the Halloween Disco was. This is generally the best-attended disco – possibly because the children can dress up.

It was suggested at the Christmas disco the children could wear Christmas jumpers as this ties in with national Christmas jumper day, which is on the 15h December.

Committee night out to Bar 10 was enjoyable and a quiet night.

Santa’s Sled collection for Langlands is 4th December and helpers are as follows – L Urquhart, L Sutherland, A Morrison, L Baxter, L Simpson, S Leask, D Black and C Simpson. This will hopefully be a dry and fun evening!

This years Christmas Disco is Thursday 7th December. A Morrison will email helpers and ticket sellers. T Smith to stock check juice, crisps and chocolate supplies.

SPTC courses were attended by L Urquhart (Constitution) and L Sutherland (role of Treasurer and Chairperson).

L Urquhart said how interesting the course was and how lucky the Langlands Committee are for parents willing to help and organise activities.

L Sutherland said there were a few points from the course that the Committee need to look at. These are regarding ticket sales and counting of money from Discos – there should be 2 people to count the sales from tickets and there should be a form signed by both with the amount taken on both days. There should be no IOU ticket sales or on entry – the correct money is required. Also there should be no cash outgoings so any expenses incurred by committee members will be refunded by cheque.

Additionally L Sutherland mentioned that the Chairperson plays a role in the school inspection – which is due soon.

Treasurer Report

Current bank balance is £5177.56.

There are however expenses to deduct for Nursery Nativity outfits of £100.

L Sutherland asked K Tough if the office have received the Lottery Licence certificate as this needs to be checked.

Nursery

L Allardice asked if there is a leaflet that could tell parents about what the Parent Council do that could be placed on the noticeboard as parent from the nursery had mentioned this. K Smith is currently updating the main school website and suggested information could also be added there. L Urquhart to look also at SPTC website.

Head Teacher Report

K Tough opened by saying how please the school is to receive the Gold Sports Award. This is a reflection on the staff who put in time for clubs – not just sports clubs – and on older pupils who help taking the clubs.

Robertson’s have been emailed requesting a school flagpole.

Mrs Lee has joined the school as its newest member of staff. At the moment she has not been allocated a class but is helping cover all classes as required.

P1 & 2 are putting on a Christmas Show this year. Tuesday is their dress rehearsal in front of the school pupils with Wednesday afternoon 2pm and Thursday evening 6:30pm being for parents and carers to attend. Two afternoon and two evening tickets will be offered to families and these can be split as they want.

The school Christmas Service is to be held at St Margaret’s Church this year. Reverend Maggie is to speak to police with regard to road closure at the west port traffic lights to allow for the school to walk down.

Mrs S Smith’s current post within the school office has been advertised, as it was previously not filled. The new advert includes a secondment option to encourage applicants with interviews hopefully being held the first week back in January.

Christmas Parties are to be held in the individual classes again this year with £300 being given by the Committee to buy supplies.

Finally K Tough mentioned how few of the children can access the Internet at the same time. This is an on-going networking issue as the WIFI connection is also restricted.

However in addition to this it was asked if the Committee would pay towards new laptops for the school. This will be priced through IT department first.

Fundraiser 12th May 2018

It was decided to call the event ‘Langlands Big Day Out’

Raffle books have been priced although L Urquhart is to double check the prices and how many pages are in a book. Robertson’s printers at the moment are cheapest. They will need to be proofed and 10 days notice given to print. These will need to then be distributed to pupils.

Police Car and Fire Engine are booked, Fiskens are donating a car to fill with balloons, L Baxter to provide a tractor, Chloe from the dance studio is to put on a show and there will be no charge. Usbourne books and Partylite have also confirmed.

Condor are to speak to L Urquhart about what type of obstacle course they could provide and then a decision regarding whether to do it’s a knockout theme will have to be made.

Queries were raised regarding insurance for the tractor, bouncy castle and food licensing and insurance.

It was also suggested that the children could enter a poster competition with prize for the best one.

Also a license number is required to issue Raffle books. L Urquhart to check with the school office.

AOB

L Sutherland had mentioned reducing the price of the disco ticket, which is currently £3. It was pointed out however that, while the bank balance is relatively high at the moment, £3000+ will be spent on school trips and the new laptops are an unknown amount. It was agreed that instead of reducing the ticket price, if the balance remained high then purchases will be made as required by the school.

K Smith is updating the schools IT acceptable use policy and issued a hand-out to those present looking for feedback and ideas. This mentions the use of Internet, social media and email. Mobile phone use and the school website are also covered.

**Date of next meeting**

**Monday 5TH February 6:30p**