Muckhart Primary School Parent Council - Meeting Minutes

Monday 3rd September 2018

Location: Muckhart Primary School

7:00 – 8:30 P.M.

In attendance: Lesley McGlinchie, Jayne Price, Clare Davis, Eilidh Wallace, Miranda Nisbett, Cath Gerrard, Val Whyte, Sarah Smart, Susan Stephen, Allison Coppock, Alexandra Ostroumoff Croucher, Sarah Jarvis, Liz Logan, Becky Graham

Apologies: Carol Seath, Nicola Ruiz, Meriel Cairns, Mandy Harris, Catriona Carvey

**Welcome & Introduction**

Jayne welcomed all parents to the meeting

**1. Present and Apologies**

**2.Councilor Graham Lindsay** – Was introduced, he asked for views on how pupils are being affected by the class cut.

Lesley reported that the cut to 2 classes is a challenge but good preparation including the teachers’ work on the learning environment over the summer has helped. Lesley highlighted some of the positives brought about by the new set up, including de-cluttering, creating library and sensory room and more opportunities for children to work together across all ages. Lesley has sought advice from Clacks on teaching a ranged of ages in 1 class.

Lesley responded to a question about the consistency of teaching, explaining that there are opportunities for P4s to work together and also planning for the 2 classes is done together. Lesley said they will know if new classes are working through tracking children’s attainment. In particular there is a reading focus this year. Parents reported that their children have settled in well and are happy to come to school.

Different schools with composite classes were discussed as there have been opportunities to visit some. Jayne pointed out that Muckhart’s challenges are unique because of the nature of the new classes which are large for composite classes (at 22) with a range of 4 years in each which is unusual. Jayne noted that because there are only 2classes now the school receives less pe specialist time. The stretching of resources and impact on staff wellbeing was discussed. The reliance on quality learning assistants was recognized.

Graham said the class cut decision would not be reversed. It was agreed that parents’ focus should be to promote Muckhart positively to try and attract more children to the school. Social media, face-book and twitter were discussed as ways of raising the school’s profile.

Action – Jayne to organise a date later in the academic year for Councilor Graham Lindsay to revisit so the parent council can update him on class cut impact

Action – Lesley to create open face-book page for school

1. Minutes of meeting on 23.4.18 and special meeting 24.5.18
2. Matters arising

**Responses to class cut letter** – Jayne shared these, summing them up. The staff to pupil ratio is what will govern number of classes at Muckhart.

**Community council role** – Val said the community council is keen to support the school. They are currently amending the community plan, including their education focus to include building relationships with councilors. Val suggested recruiting volunteers from within community to help in the school. Becky suggested 2-3 volunteers could help by reading to children at library time

Action – Val to gauge community interest in volunteering at school

**Links with Former Pupils** – Val suggested a focus such as tracking where pupils are now or their careers. She suggested creating a separate open face-book for this.

Action - Val to investigate possibilities of former pupil face-book link

**Web site help** – Becky has a contact who is happy to help update the school website page. She shared website details. There would be a £500 cost. There was discussion on the value of this and the need for advice on keeping it updated.

Action – Lesley to find out council web-site restrictions

Action – Clare to put website on next agenda for further discussion

1. **Accounts –** Susan shared the accounts, explaining ring-fenced and items still to be budgeted for. Recent events raised - £1600 from BBQ, £300 -Meriel lunch
2. **Maters arising - Events** – Jayne shared that there had been a number of v successful events this year. The school organized Muckhart mini- marathon. Parent council organized summer BBQ, Meriel organized a fund-raising lunch and we took part in the Muckhart gardens open.

**Fundraiser Events** -Jayne asked for volunteers for Soup and sweet event. 10th November was suggested.

Action – Becky to book Muckhart Hall for 10 November

**Clacks Volunteer wards** – Jayne reported that Margaret McMillan was nominated for a Clacks volunteer award and received a certificate. Lesley shared roles and benefits of the school’s current volunteers

1. **Curriculum Focus** –Lesley explained Readiness for Learning initiative explaining this is part of school improvement plan, it helps children to feel safe, settled, ready to learn. Areas have been de-cluttered and environmental audit had taken place. Rooms and hallways re-decorated to link them to areas. School Behavior policy and homework policy are also linked to this. Work is taking place to create a library and sensory area in 3rd classroom. Sarah and Eilidh offered to help with this area
2. **Halloween** – Susan explained this is a parent council organized event with no cost for the children. She reported she has booked Muckhart hall and DJ for 26 October

**Xmas fundraisers** – Carol had shared that she is happy to organise x-mas cards. It was agreed not to do bags again. There was discussion about the huge amount of work involved in selling x-mas trees. Jayne asked if anyone was prepared to take this on. Becky suggested a fund-raiser cook book instead.

Action – Clare to ask Carol to do x-mas cards

Action – Becky to look into cook book possibilities

Action – Clare to put x-mas trees on agenda for October

1. **AOCB** – **School Open** **Evening** - Lesley shared this is October 4th.

**Garden Tidy** – Susan asked parents to help at a garden tidy - 1st weekend October

**Parent Council Vacancies –** Susan said she is looking to hand over treasurer job, 31 March. Jayne said she will be standing down as chair at AGM in October. Both roles were explained.

Action – Susan to share date for garden tidy

Action – Clare /Jayne /Susan to share vacancies with parents before AGM

Next Meetings

*AGM*

Monday 29 October 7.00 p.m., at Muckhart Primary School

Motion to adjourn was made at 9 p.m. and was passed unanimously.