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| 23rd OctoberSunnyside Primary School | | | | School badge | | |
| **blend2** | | | |
| Parent Council Meeting / AGM | | | |
| **Date:** | 4th June 2018 | **Time:** | 7:00pm | |  |  |
| **Attendees:** | Leeann Currie (Chair), Claire Dilleen, Helen McNaught, Maureen Bell, Gillian Goodwin, Victoria Struthers, Will Kay, Natasha Woods Wakefield, Michelle Campbell  Denise Penman HT, Tamzin Grossert | | | | | |
| ***Apologies:*** | Charlene Anderson, Sharon McCafferty | | | | | |

**AGM**

**1.0Welcome and Apologies**

* Leeann welcomed everyone to the meeting.
* Parents / Staff introduced themselves.

**2.0 Chair Report 2017/18**

**Leeann Currie**: This school year has seen the parent council involved in various events in the school. We have supported 2 very successful all school trips to the Safari Park and MacRobert Pantomine. Through consultation with SMT we have undertaken the task of improving the classroom environment through the purchase of new blinds, desks and new books

We have assisted in a very successful PIE evening, trying to welcome new and existing families into the school. The PC has worked alongside the school in existing issues such as parking , uniform, communication and behaviour.

We have been involved in the appointment of 2 SMT which will hopefully make a foundation to build upon in years to come.

We have represented the parents at a regional level and have made sunnyside issues known.

To end with I was to take this opportunity to thank all parent council member for all the hardwork, effort and enthusiasm they have bought to our group. I would also like to thank both Mrs Penmans, Mr Mathis and especially Ms Grossert for working alongside us in our endeavours this year and look forward to the next session.

**3.0 Events & Fundraising Report 2017/18**

**Victoria Struthers**: I would like to thank everyone who has been involved in the planning and running of the events we do, especially both fayres. An awful lot goes on behind the scenes and everyone plays their part as much as they can in helping out, without which these wouldn’t happen and we wouldn’t be in a position to buy so much for the school.

It’s been another good year for fundraising, raising a total of **£7217.05**. Our events have included :

2 x Bag to School £190.40

Movie Club £288.98

Bingo tea £401.71

Halloween and a new spring disco £750.00

Easter egg hunt £698.10

Xmas Fayre £3225.40

Summer Fayre £1662.46

**Raising a total of £7217.05**

We also provided the bouncy castle and hotdogs for the PIE evening and several walking breakfasts.

Going forward we really need to establish a good network of help, especially losing 2 key members. Help is a major headache for some events and may have to look at the future of a couple as it can be really quite stressful. It has also been good to tell parents what we are raising money for before each event as it gives something to strive for, so recommend that this continues before each event.

Hopefully next year will be just as successful.

**4.0 Treasurers Report 2017/18**

Currently £3,857.18 in the bank

£20,213 has been donated to the school this academic year.

**5.0 Head Teacher Report 2017/18**

Mrs Penman thanked the Parent Council for all the hardwork and for the all the money which has been put back into the school.

**6.0 Constitution**

Constitution to be updated to state that the maximum term in any post will be 3 years, however if there is a lack of desire to be in post, this will be the flexibility to be extended.

**7.0 Appointment of Office Bearers**

Maureen will be standing down as Treasurer.

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| **POST** | **Nominee** | **Nominated by:** |
| **Chair** | Leanne | Helen & Claire |
| **Vice Chair** | Natasha | Claire & Gillian |
| **Treasurer** | Michelle  (Natasha to help with books) | Claire & Leanne |
| **Secretary** | Helen | Claire & Leanne |
| **Events & Fundraising** | Victoria | Michelle & Leanne |

**PARENT COUNCIL MEETING**

1. **Meetings of Previous Meeting and Outstanding Actions**
   1. Alloa Bike Shop have agreed to work with the school to offer minor repairs. Letters will be sent home if more extensive work is required. Alloa Bike Shop to be contacted to arrange suitable dates. **Action: TBC**
   2. Elections boxes and booths were provided by the Council.
   3. Trim trail – replacement trim trail rope will not be replaced by the Council, the school is liable for all costs. Claire / Natasha to obtain quotes.
   4. Outdoor play at funday was a success.
   5. Large pipes – Natasha has sourced pipes, however concerns were raised about the potential level of noise from banging of the pipes. Mrs Penman advised the pipes will be placed on hold due to potential noise issues.
   6. School Fundraising – charity to be identified at start of next school year.
   7. PE Kit samples x 4 to be delivered before the school holidays.
   8. Uniform Questionnaire – Natasha has prepared an initial questionnaire – all to feedback.
   9. Twitter / Facebook feed ongoing
   10. Community Payback Officer contacted. Teams cut grass on bowling green prior to sports.

**2.0 Chair Person Update.**

**2.1 HMEi inspection**

* Leanne attended the HMIE visit to Education Services to provide feedback on PEF.
* Report to be published in September evaluating the difference that the PEF funding has made.

**2.2 P1 Induction**

* P1 induction to be held on Monday 11th June.

1. **Head Teacher Report** 
   1. **DHT Appointment**

* DHT job advert closed on 27/5. There were two applicants, however neither have sufficient experience.
* The DHT job specification / responsibilities will be reviewed in the new session and re-advertised. **Action: DP**
  1. **Staffing**
* PT’s will be out of class next year.
* Ms Grossert will move back into her PT Post.
* There will be 2 probationary teachers.
* Mr Fergus is currently a ‘Spare Teacher’ and will support Mr Mathis.
* Mr Mathis will focus on Raising Attainment; literacy and numeracy, Parental Engagement, Working with pupils and teams.

**3.3 Class Structure 18/19**

* There will be 13 classes.
* Class compositions will remain as is in order to provide some consistency.
* The P6/7’s will remain together and move into Miss Meldrum’s class.
* The current projection is there will be 354 pupils; 58 pupils outgoing & 46 pupils incoming.
* A letter will be sent out Tuesday 5th to inform parents of class teachers for 18/19
  1. **Scottish Opera**
* Booked to come into school between Jan – Easter, costing £900.

**4.0 Date of next meeting**

Monday 3rd September 2018

**5.0 Summary of actions arising from meeting**

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| **Ref** | **Action** | **Owner** |
| 1.1 | Alloa bike shop to be contacted to ask if they would be involved in bike maintenance sessions. **Action CA** | TBC |
| 1.3 | Roles on Trim Trail to be chased up | CD/NW |
| 1.6 | School Fundraising – charity to be identified | DP |
| 1.7 | Mr Foley to be chased up to organise Sports Kits | DP / DF |
| 1.8 | Uniform questionnaire – feedback to be provided | NW/ ALL |
| 3.1 | The DHT job specification / responsibilities will be reviewed in the new session and re-advertised. | DP |
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