

Cargenbridge Parents Association

Minutes of meeting on Tuesday 20th November 2018 at 18:00

Cargenbridge Primary School

Attended

Amy Boardman, Scott Drennan, Gillian Dunn, Kirsty Little, Fiona Martin, Nadine Mawer, Martin McGarey, Nicola Milligan, Elaine Watson.

Apologies

Lorraine Anderson, Gail Currie, Kerry Higgins, Donna Kirk.

Welcome and Apologies

Fiona Martin welcomed everyone to the meeting. Apologies were noted as above.

Minutes of previous meeting

a) Approval of prior meeting minutes

Martin McGarey first approved, Fiona Martin second approved the prior meeting minutes.

b) Matters arising following meeting

None noted.

Headteacher's Report

a) Regarding Parental involvement, the local authority are looking at development of the engagement strategy. Schools/parents are being encouraged to get involved. Scott Drennan to send out pack of parental engagement documents to Committee to have a look at and will email on comments received.

b) The school handbook will be going into the local authority by the end of November. Schools have been asked to speak to parents about what they value in school handbooks. Discussion around the table on what was good in existing format and what could be added.

c) Other items briefly discussed included:

i) New School Improvement Plan (SIP) document was created and distributed. Mrs Watson noted thanks to Fiona Martin, Martin McGarey and Scott Drennan for their input.

ii) Staff training sessions beginning next month on growth mindset

iii) School involvement with the new tracking monitoring tool rolling out across the region.

- iv) Homework diaries and reflection books have been delayed due to overcapacity at print unit but are nearly ready. These will be introduced after the Christmas holidays.
- v) Pupil monitoring and speaking to children about learning. Working on moderation within the cluster but development held back due to North West Community Campus.
- vi) KiVa Anti Bullying program being introduced within the school. Staff have undergone de escalation training.
- vii) A thank you card for the development of play area from P1-3 was noted.
- viii) Pupil Equity Funding for year was noted. The intention for use is to employ Mrs Patrick for an additional 13hrs/week to support Reading Steps, Number Bricks and P4 working memory. Discussed that the support focus is identified through information from teachers, additional learning support teacher and assessments.
- ix) Road safety discussed and highlighted near miss couple of weeks ago. Second for development behind Gatehouse Primary where work has started but currently unsure about what form development will take and time scales. Discussion around potential solutions. Tony Topping from council going to meet with school representatives and individual parents toward end of November.
- x) Remembrance day went down well especially with upper classes including visits and laying wreaths.
- xi) Facebook feedback received and no adverse feedback received so far.
- xii) Sky Academy program signed up by the school to organise a trip to Livingston to learn about television program production etc.
- xiii) One item on school improvement program is hardware improvements notably introducing iPads within the school. Mrs Watson asked if the CPA would be willing to aid in partially funding this. Looking at about 12-13 ipads for the school. Kirsty Little suggested holding a specific event to raise funds for this.

Scott Drennan to put out a tear off slip for general involvement in the CPA to kick off the process.

Discussion about how voting was working within the CPA and the improvement in process.

CPA Business

a) Chairperson's update

Halloween disco was a success, only issue was responses in help so need to look at the format of the form as some confusion caused.

b) Finance update (MMcG)

Sumdog due up for renewal and discussed. Generally a positive response around the table. Discussion about potential investments for the coming year, sports grants

applications, pots and pans for cooking (Martin McGarey mentioned Asda, Mrs Watson to price it), welly stands, storage for the playground items, iPad funding.

c) Christmas cards

Letters are out, prices have increased. Gillian scanned photos to take to the printers. Every child gets one card. Printer provides envelope and sorts them. Blank on the inside. Thinking forward to next year about printing, Gillian Dunn mentioned Heather Cussell may be available.

d) Farmer's market

To be held on 13th December 6pm - 8.30pm between RHET and the school. Children will have stalls and they have set up a committee to make decisions about table arrangements. CPA to do refreshments (Soup and Sweets) and a tombola/raffle. Discussed helpers for event, applying for a let for premises and kitchen.

e) Christmas event

Decided pyjama movie night was a good idea. Mrs Watson noted rely on staff goodwill for helping out. Set date as Thursday 6th December. Letter to go out this week, film rating to be up U or PG to give greater choice. Need to arrange films, let, food and helpers. Four rooms to be used.

f) Christmas gifts for Nursery

Amy Boardman suggested can get books through Costco. Lorraine (Rory's mum) has offered to wrap them.

g) Halloween Disco 2019

Fiona Martin to book direct through the card, book for 5pm to 8pm Wed 30th October 2018. Ideas about games, maybe not have the water or flour and go with doughnuts. Same split timings as this year.

h) Leavers gifts/trip 2019

Suggestions for ideas. Plenty of time so not urgent to make decision.

i) Carol singing in the community

No choir this year so not going ahead.

AOB

Discussed arranging for a gift for Mrs Gallacher, decided to put request onto the parent forum and anyone wishing to give could then hand into the school office.

Date of next meeting

The next CPA Meeting will be held on **Wednesday 23rd January at 5.00pm.**

Meeting Closure

Meeting brought to a close at 8:15pm.