**Crossmichael Primary School Parent Council (PC)**

**Minutes - Monday 24th April 2023 at 7pm at Crossmichael Primary School**

Minutes taken by Larissa Wheeler

1. **Apologies** – Emma McCracken, Derek Kernahan, Debs Nelson, Suzy King, Sarah Cooper.
2. **Attendees** – Ben Wild (Chair), Lucy Wilson (Treasurer), Larissa Wheeler (Secretary), Mary Cruickshanks (Headteacher), Natalie Richards, Jackie Kernahan, Shani McMiken,
3. **Approval of minutes of last meeting** – Ben proposed the minutes, seconded by Shani. They were accepted as an accurate record of the last meeting.
4. **Chairperson’s Report** – Nothing significant to report.
5. **School Estate Consultation –** Ben and Mary attended this event before the Easter holidays and fed back to the PC about some of the issues that were raised regarding reduced funding, reducing school rolls, reducing population and how this affects schools in Dumfries and Galloway. It’s in its early stages with proposals from the council and subsequent consultations coming sometime over the next 18 months. A survey was circulated. Individuals can choose to complete the survey before the deadline of the 3rd May. It was felt that it would be too difficult in this short time to complete a collective PTC survey.
6. **Head Teachers Report:**

**A brief update since 06.03.2023**

**Staffing**

Mrs Benson is leaving her post as Clerical Assistant on Friday 28th April, so we wish her well in her new post. We will miss her very much and are thankful for all she has done for us at school.

Miss Campbell is also leaving her post as Clerical Assistant at the end of Term 4. She is leaving to be with her young family and is busy planning her wedding and the arrival of her third baby in September. We will miss her too and wish her all the best in the future.

I will be advertising 36hrs as a permanent post to be shared between Crossmichael and Gelston – 24.5hrs Crossmichael and 11.5 hours at Gelston. (Miss McNeill already works 7 hours at Gelston.) In the meantime, we will use supply staff to fill Mrs Benson’s two days at Gelston. This means that there may be days where we do not have a Clerical Assistant available to answer telephones prior to school starting. Please leave messages on the answering machine, email the office or contact the Headteacher on 07741 686730.

We appointed two Learning Assistants to fill Mrs Cowan’s four days. Miss Ravenscroft has since applied for a teaching post and was the successful candidate so we will need another candidate to work on a Monday and Tuesday.

Miss Drummond has had a career break for a year whilst visiting Australia. She has decided not to return next session. I have sought advice from the Local Authority about next steps. Ideally, we would like to keep Miss Maxwell for continuity, but this decision ultimately lies with the Local Authority as it is dependent on employment law. If Miss Drummond resigns, then this would result in a permanent vacancy which may have to be advertised or filled with a teacher who has accrued a permanent contract in August 2023. I will keep you informed of any developments.

**Classes for August 2023**

We will have 89 pupils in Crossmichael in August 2023. This means that we can have a P1/2, a P3/4, a P5/6 and a P6/7.

Mrs Marscheider – P1/2

Vacancy – P3/4

Mrs Glover – P5/6

Mrs Stevens – P6/7

Mrs Burton – RICCT/ Management cover

We have had 11 P1s enrol in time for August and another child join us in P1 this term.

**Diary Dates**

You will be aware of the busy term ahead as detailed in the April newsletter: [April 2023 Newsletter.](https://sway.office.com/Q11FPzJIU7of98GN?ref=Link)

In addition, Mrs Stevens and Mrs Burton plan to take our P7s on a day out on Tuesday 20th June. They are planning a coastal walk from Kippford to Rockcliffe and are busy finalising details.

**School Improvement Plan**

Next session we are focusing on several topics.

As a Cluster, we are launching the new Dumfries and Galloway ‘Developing Balanced Literacy Frameworks’ (DBL) and aim to revise our ‘Relationships, Sexual Health and Parenthood’ curricular programmes.

The Local Authority is encouraging us to begin our Rights Respecting Schools Accreditation and focus on upskilling staff in Digital Literacy.

At school/ partnership level, we are focusing on embedding ‘D&G A Framework for Numeracy’ and on revising our planning and tracking systems in Literacy and Language.

**Stakeholder Surveys**

Our Principal Teachers are busy creating questionnaires for pupils, parents, staff and the wider community to help further support us in evaluating our effectiveness as a school/ partnership. We hope to have these ready before the summer holidays and will act upon the results.

1. **Treasurer’s Report** –

Balance on the bank account is currently £1,550.65. Only thing to note on the account is a cheque for £11.30 payable to Larissa for supplies for the Scottish night. A cheque for £15.00 has also been written but not yet cashed for the hire of the hall for the easter service.

1. **Summer BBQ**  - The summer BBQ event on Thursday the 15th was discussed. Jobs were allocated. The following activities/jobs were taken on:

Larissa – ask Tom about Music, organise circus skills activity (Ben to facilitate), Face painting on the day.

Derek – Cook on the day.

Lucy – research price of burgers, buns, ice pops etc

Shani - organise the bottle stall, check about a hair braiding activity.

Natalie – Check with Susan Hall about potential welly throwing competition.

Mary – Invite new P1s and family.

1. **Reading –** Lucy – what is the situation regarding parent volunteers to support reading in school? Mary suggested contacting that teachers directly to see about this possibility might be best.
2. **AOBs** – Mary – the price of the Walby Farm park whole school trip is £1882. Mary will ask for a £5 donation from parents (if they feel they can). Mary asked if the PC will pay for £412 of the cost. This was agreed.

Debs (via Ben) - Are any more parent helpers needed for the trip? Mary will check this.

1. **Date of next meeting** – Monday 4th September 2023, 7pm – This will be the AGM.