**Dunlop Primary School Parent Council/Parent Association**

**Meeting: 29th January 2020**

**MINUTES**

**Present:** Mrs Wilson; Miss White; Mrs Nouillan; Anna Wilson; Carole Maclellan; David Caulfield; Debbie Simmers; Diane Brown; Hazel Salt; Justine Young; Kate Murray; Linda Lamberton; Lynne Donald; Martin Brogan; Pamela Young; Shona Cooley.

**Apologies:** Aileen Dunlop; Claire Young; Daniela Young; Heather Allen; Jennifer Gaskin; Lee-Ann Dalziel; Lee-Anne Johnstone.

**Items Discussed – Parent Council**

1. Headteacher’s update
   1. Nursery building – plans being submitted to cabinet next week. Construction may be constrained by fish spawning periods and presence of otters.
   2. Toilet refurbishment is programmed to commence in the February school holidays.
   3. Classroom Assistants have requested funds of £258 for playground toys/equipment. PC agreed.
   4. Inspection feedback. Mrs Wilson tabled the “Summarised inspection findings” for the school and ECC.
2. Respect Me
   1. Shona Cooley gave an update. The group has identified actions for this school year to include development of a leaflet for parents, and workshops for parents led by Shona Cooley. Shona is awaiting a date to attend training before she can deliver this.
   2. In school, pupils have been doing songs about the school values, which support the “Respect Me” approach.
   3. The group are considering provision of loose parts on the playground, which would help to create an inclusive environment during breaks. This is a longer term possibility (not this school year).
3. Teacher Judgement Surveys
   1. Jen Gaskin had noted that these have been published but the website isn’t working, and wondered if the school had the figures. Mrs Wilson explained that these are available within the Standards and Quality Report which is on the school app.

1. PEF spend
   1. Parent Councils have been asked to enquire about spending of the funds in their schools. All funds have been spent.
2. Academy Additional Support Needs (ASN) Meeting
   1. All parents/carers of DPS pupils are welcome to attend this meeting on Thursday 13th February in the Academy library. This may be particularly useful for P6/7 parents/carers.
3. Parent Council Steering Group Meeting
   1. A brief summary was provided. Parent Council Chairs are invited to attend but anyone else can attend if they wish.
4. Multi-court at playtime
   1. Anna Wilson asked about whether pupils could use the multicourt during breaks. Mrs Wilson explained that last school year pupils were able to do this and it worked well, but it has not been possible this year as there are not enough staff to provide supervision. Consideration had been given to asking for parent volunteers. Mrs Wilson will consult school staff and report back at the next meeting.
   2. Debbie Simmers asked if it would be possible to take small groups of pupils to the playpark, but this again is restricted by supervision requirements.
5. Treasurer’s Update
   1. Account Balance: £5, 621.00

Cash held: £150.00

Activity since last meeting: IN £1, 291.33 Christmas Coffee Morning Profit

OUT £121.52 School and ECC Christmas Parties

OUT £92.63 P1, P2, ECC Santa gifts

* 1. Funds held are in excess of £5k, and the PC would like to invite requests for funding from the staff. Kate Murray suggested that “Teacher Bids” could become a fixed agenda item going forward. There was a consensus around the table that the PC want to use the money held and welcome approaches from school staff.
  2. There was discussion that it was motivating to fundraisers to know of any specific intentions for funds raised (i.e. a focus to work towards).
  3. The income from fundraising events organised within the school (i.e. non-PA led) is gradually reducing, and school are considering changing the timing of the event to May. This would mean that there would have been two in-school fundraisers this school year therefore the income from the second one may not be very large as it is a lot to ask parents/carers for. If this is the case, the school may approach the PC for funds.

1. Headlice – known to be quite a few cases. An alert will be put on the school app.

**Items Discussed – Parent Association**

1. Winterfest
   1. Daniela Young has noted her intention to hold this event once every two years, to keep the event fresh and avoid “event fatigue”. This event raised £1,500 last time.
   2. Kate Murray suggested a quiz could be held this spring instead.

// DAVID CAULFIELD LEFT THE MEETING PRIOR TO DISCUSSION OF ITEM 2//

1. Community Council Participatory Budget Funding
   1. Three projects have been submitted and on February 7th the Community Council will announce those projects which can be presented for votes on February 22nd. Presentation will be in the form of a table for all 3 bids, and photos/ideas are needed for this. This will need input from pupils, including Miss McRae’s Garden Club leadership group. Hazel Salt and Lynne Donald offered their time for this. It was agreed to hold a separate meeting for those interested in being involved after the projects are announced on 7th February.
   2. Anyone in the community upwards of P4 can vote on Saturday 22nd February.

**Next meeting:**

**Date:** 18th March, 19.30 – 21.00, School Pod.

**Items for the agenda include:** Headteacher’s update, Respect Me, Treasurer’s update, Teacher Bids, Spring Quiz night, race donation, multicourt at playtime.

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| Minutes submitted by: | Anna Wilson (Secretary) |
| Approved by: | Martin Brogan (Vice-Chair) |