

Dunlop Primary School Parent Council/Parent Association

Meeting: 12th May 2021. 7.30pm - 9.00pm

MINUTES

Present:

PC Jess McCormack, Hazel Salt, Kate McCallion, Claire Tooze, Anna Wilson, Lee-Ann Dalziel, Linda Lamberton, Shona Cooley, David Caulfield, Emily Bennett, Amy Donellan, Kate Murray, Justine Young, Lee-Ann Johnstone, Claire McAuslan, Jen Gaskin.

Parent forum Louise Murnin, Ellen Campbell, Aileen Dunlop

DPS Mrs Nouillan

Apologies:

Claire Tooze, Carolann Maclellan, Daniela Young, Debbie Simmers.

Parent Council

1. Previous meeting minutes

- Outdoor covered bench – One installed, and a second to be installed when the timber supply improves. Plaque to be organised to acknowledge donation. Suggestion that pupils could name them. Each class will have 2 sessions per week booked for the benches. No further action taken re. an outdoor shelter as the sheltered benches are working well.

2. Headteacher's report

- Telephone reporting will take place soon, and teachers are feeding into the annual report card to be issued on 21st June.
- School photographer will visit (Class photo for P1 and P7 only, which will be outdoors).
- Stewarton Academy transition – P7s will get a 2h visit to the academy. This will be one school at a time.
- 2021 Prizegiving will take place in the playground. Mrs Stirling is creating a corridor display that people will be able to see when Covid rules permit visits to school. 2020 Prizegiving will also be covered, including last year's P7s. PC will donate dux prizes.
- P7 end of year celebration will be a day at Crawfordland, including Treetop Trials; and a day with Gordon Allen, with a chip shop lunch, and Sugarcube desserts.
- Staff meeting next week to plan end of year class events for other year groups.
- Sports day will be held over a period of a week, with P1/2/3, P4/5, and P6/7 at different times. **Parent forum cannot be present due to Covid.**
- ECC Project Board meeting on 7th June. Still anticipated that ECC will open August 2022.
- ECC/P1 transition ongoing, including P6 buddies, school tours, playground visits, meeting school staff. Also a full day in the P1 room on Friday 28th June. A Moving on

ceremony will be held. Because the parent forum cannot attend it will be filmed and shared securely on the school app. The children will then have an afternoon tea.

- ECC are currently learning French with Camembert toy, and the Friday snack is French cuisine.

3. AGM and governance

Nine PC members need to be re-elected this year (Kate, Anna, David, Shona, Linda, Hazel, Carolann). Aileen Dunlop and Diane Brown left the PC partway through this year. Carol McLelland and Jen Gaskin will be leaving at the end of the year. Carole Blackmore (co-opted member) is resigning. Kate McCallion resigned from the role of ECC /PC Liaison. Jess McCormack will fill in for the remaining term.

Roles requiring volunteers for next year are Chair, Vice-chair, Treasurer and Secretary. The PC cannot function without a chair and a Treasurer as a minimum. The PA bank account will need named volunteers to operate or it will need to be closed. There is information online about the role of the Parent Council - <https://www.gov.scot/publications/parent-council-welcome-pack/pages/9/>

Interested parties can also ask office-bearers about their role.

Anyone interested in volunteering for these roles needs to be elected to the Parent Council at the forthcoming AGM then voted into the role.

4. Staff funding bids

Refreshments for Prizegiving, ECC Moving on event, and Sports day. ***Voted to fund this.***

5. 2021/2022 class groups and teachers

Each year group will be in a separate class. Teachers not yet allocated.

Post-meeting note: The management structure will be a Head Teacher, Depute Head Teacher and the new HT is awaiting confirmation from HR that the PT post can remain with the additional cost coming from PEF.

6. P7 Hoodies

Discussed in fundraising section.

7. Respectful Relationships Team

Questionnaire recently issued through app, with approximately 40 responses from the parent forum. RR team will meet to review the results. There is a message on the school app about a

Respect Me event, which seems to be similar to the training that Shona and the other team members have received. Shona will present at the AGM.

8. AOB

None.

Fundraising

1. School uniform sale

Proposed by Ellen – donated uniform would be sold at low price, to raise funds for the PA. Potential to set up a Facebook page too, managed by Ellen and Lee-Ann D.

2. P7 Hoodies

Proposal from a P6 parent that in P7 pupils could wear their Leaver's Hoody as part of the school uniform. This will need to be raised with the incoming headteacher. Discussion around P7s operating an enterprise scheme to raise funds for the hoodies.

3. General fundraising

PA funds need a boost, as currently only around £500 in unallocated funds for 2021/2022. Mrs Nouillan suggested a "pennies around the park" event, all agreed that this would be a good idea. PC will make info leaflet to be stapled to mini envelope that DPS have supplies of. This will be send home. Pupils can put small change in it and this can be quarantined then used for the event. Volunteers to be organised to collect up the coins.

The next meeting is the AGM on June 16th.

Treasurer's Report for meeting 12th May 2021

Account Balance £3660.57

Cash held £60

Activity since last meeting

IN £200	Gala donation (hoodies)
OUT £401.30	P7 Hoodies
OUT £384.57	Prizegiving (leavers ties, P1 books, P7 dictionaries & Dux)
OUT £195	2020 P7 leavers party and Dux prizes
OUT £100.9	Staff leaving gifts
OUT £50	Donation from Fun Run to Community Council

Approx. £2000 to be spent on two covered benches for playground