

## Fenwick Primary & ECC Parent Council Meeting/AGM

Wednesday 17 June 2020 – 6.30pm

### ATTENDING

Dominic Lavelle	Chair
Yvonne McCready	Treasurer
Michelle McGlone	Fundraising Chair
Carol Brown	
Kirsty Fleming	
Robyn Davidson	Head Teacher
Cheryl Stevenson	Teacher Representative
Laura Kelly	Principal Teacher
Lynsey Barnaby	
Rebecca Batchelor	
Donna Vivers	
Patricia McMillan	
Jennifer Chalmers	
Claire Hynds	
Jill McDevitt	

<b>Item</b>	<b>Subject</b>	<b>Discussion</b>	<b>Action</b>
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1	<b>Welcome &amp; Standing Items</b>	<p><b>Apologies</b> Janey Baird</p> <p><b>New Members</b> Claire Hynds Jill McDevitt</p> <p>Approval of last minutes Dom has approved</p>	
2	<b>Actions from last meeting</b>	Any action points have been incorporated into the agenda	
3	<b>Chair Report for 2019/2020</b>	Please see separate report from the chair	
4	<b>Elections/resignations for 2020/21</b>	<p>Dominic Lavelle is stepping down from chair position Yvonne McCready is stepping down from treasurer position</p> <p>Donna Vivers has volunteered for the chair position Rebecca Batchelor will continue to take minutes of meetings Carol Brown has volunteered for the treasurer position</p>	
5	<b>Head Teacher Update</b>	<p><b>P7 Leavers Book</b> Are currently at school and they will be arranging for them to be picked up</p> <p><b>Prize giving</b> The prizes has been awarded by teachers and they're putting together a virtual awards ceremony. Parents will be sent details on Monday Certificates will be given out at a later date.</p> <p><b>P7 Leavers' Assembly/disco</b> To be organised in August</p> <p><b>ECC Graduation</b> Virtual graduation will be emailed out to parents shortly</p> <p><b>Bug Club Reading Scheme</b> School has their allocation of funds and the Parent Council will hand over cheque for its</p>	<p>RD</p> <p>RD</p> <p>RD</p> <p>LC</p> <p>LK/RD</p>

allocation tomorrow.  
New reading scheme to be purchases asap.

### **P1 Transition**

The ECC pupils have been working on transition tasks over the year and their new Primary 1 teacher will be sending out details of the new task to be completed over the summer.

Meet the new teacher and virtual class tour  
Teachers will be doing short videos to welcome their new classes - these will be available next week.

### **Report Cards**

Parents have been sent time slots to come to school to pick up the report cards and letters with new class information.

### **Return to School Plans**

The following are plans that have been confirmed by the head of education:

Mrs Davidson will speak with the PC chair tomorrow.

A letter from the head of education outlining how school will be reopening on Thursday

A school specific letter regarding reopening will be issued on Friday with information about what days the children will attend school.

The model is based on 10 children per class and sibling groups.

Once this information has been issued, if there are any queries then please direct them to the school.

The ECC will receive information separately

Claire Hynds asked when the parent council were aware of the allocated classes for August.

The members confirmed that we had not been informed of the split of the classes but had been made aware that the school would retain the 6 classes at the last meeting.

Mrs Davidson confirmed the split for August as follows:

6	<b>ECC Update</b>	<p>P1/2 P2/3 P3/4 P4/5 P6 P7</p> <p>She advised that due to the small numbers of pupils there had to be composite classes. Mrs Davidson asked that if anyone one would like to discuss further then to contact her at the school.</p> <p>Mrs Davidson confirmed that there is now no statutory requirement to implement the 1140 hours for August due to government guidelines but still working to this eventually.</p> <p>Claire Hynds asked if this was just the case for EAC but Mrs Davidson is not aware of any other councils offering it.</p> <p>They are hoping to operate the ECC outside as much as possible and have children grouped in social bubbles. The ECC currently has space for 24 kids and Mrs Davidson believes that there was spaces for everyone who registered for August.</p>	
7	<b>Treasurer's Update</b>	<p>No more information at this point about the new build.</p> <p>Need to add a 3<sup>rd</sup> signatory onto bank account</p> <p>Could we get the receipt from Michelle Howall for the P7 pizzas and then the accounts will be available to be audited.</p> <p>The auditors used previously will be used again.</p> <p>Yvonne made the PC aware that they might want to look at changing the accounts year to match the school year - this may need a change in the constitution.</p>	<p><b>CB</b></p> <p><b>MMcG</b></p> <p><b>CB</b></p>
8	<b>Fundraising Update</b>	<p>Currently doing a virtual raffle to raise the additional funds for the new reading scheme.</p> <p>We have currently sold £90 of tickets - need to</p>	<b>KF/JC</b>

<p>9</p>	<p>AOB</p>	<p>raise £325</p> <p>We will continue to push on social media, if we can all push to our own classes.</p> <p>Harelaw Farm have approached us saying that they would like to support us and offer a donation or a cash sum. Kirsty Fleming to contact to get more details.</p> <p>Race night is still booked for September - will keep in touch to see if we can go ahead with it.</p> <p>Garden could do with some work - Carol Brown to have a look at it.</p> <p>School to arrange a proper send off for Mr Miller in August.</p> <p>School learning grids will stop next week</p> <p>Education City/Sumdog - available over Summer?</p> <p>Subscriptions for both of these are to run out soon so Mrs Davidson will confirm if they will be available.</p>	<p>KF</p>
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