

# Agenda

# Mearns Primary Parent Council (MPPC)

# Wednesday 26th November 2014

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| **Meeting of** | **Mearns Primary Parent Council (MPPC)** | |
| **Parent Council membership:**  **Key Dates:** | Catherine Dillon Ruddy (HT); Karen Cumming (DHT); Mark McFadyen (Chair); Iain Clark (Vice Chair); Valerie Chisholm(Minutes Clerk); Cheryl Blair; Hanna Minhas; Karen Brennan; John Brennan; Lesley Jamieson; Lorraine Hamill; John Sheridan; Sumera Mahmood; Heather Inglis; Angela Thomson; Andrew McSherry; Carol Heaton; Aldo Tortolano  **2014/15 - Parent Council Meeting dates**  Wednesday 26thNovember 2014  Thursday 22nd January 2015  Monday 9th March 2015  Tuesday 19th May 2015 | |
| **Item** |  |  |
| **1** | **Welcome and Introduction** | MMcF |
| **2** | **Minutes and actions of previous Meeting** | MMcF |
| **3** | **Correspondence** (if any) | All |
| **4** | **Head Teacher’s Report** | CDR |
| **5** | **New Business**   * Promotion of "Well being wheel" * "GiFEC" * "my world triangle"and * "children’s e-portfoloios/blogs" * other [TBA] | All |
| **6** | **Any Other Business (AOB)** | All |

**Supplement for Section 5 – submitted direct from Parent Forum:**

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| **General Questions** | **New Business – Questions from parents** |  |
| **Q: P7 Disco** | **Q:**Dates and arrangements for the P7 Disco |  |
| **Q: Budget** | **Q:**East Ref budget discussions / cuts |  |
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# Actions from prior meetings

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| **No.** | **Action** | **Who** | **When** |
| 26.11.12.1 | School Website:   * Add to minutes of prior meetings to the school website * Confirm that broken links are updated. | KC | Complete |
| 26.11.12.2 | Minutes to be circulated of the prior meeting from 2nd October once received | JB | Complete |
| 26.11.12.3 | A form has been received which is to be completed with details of all the current members of the PC. MMcF and VC to complete with PC. | MMcF / VC | Complete |
| 26.11.12.4 | John Brennan, the outgoing PC Chair, will forward the 2011/12 Annual Report as soon as possible. | JB  complete | Complete |
| 26.11.12.5 | JB to email PC Chairs minutes.  MMcF to put on Agenda for next meeting | JB | Complete |
| 26.11.12.6 | Recruitment and Selection Training Course  Each Parent Council should have three members who have completed this course during this timescale and are available during the day to sit on a panel. MMcF / VC and LH have completed the training and are all now up to date. | MMcF / LH / VC | Complete |
| 26.11.12.7 | Coding Computer Programming Club  IM and CS would like to set this up before end of term and see if it’s popular. Need to confirm both are CVG checked.  No further interest to take forward as volunteers not available any more. | MMcF to raise with CS and IM | Closed |
| 26.11.12.8 | Pre Briefing for Parents Evening  The possibility of moving the date of the issue of School Reports and having Parents Night after it is issued was discussed. This may be possible, but not for the 2012/13 term. To be kept as a live action for 2013/14 term – needs preparation  Pre Briefing for Parents Evening  Jotters are sent home with an agenda slip for any particular items wishing to be discussed. | MMcF | Closed |
| 26.11.12.9 | Paperless communication  This would be a big undertaking to contact everyone to see if they wished to receive paper copies. It was suggested that it could be phased in starting with new P1s. Mark will bring this up at the next Parent Council Chairs meeting to see how this is done at other schools.  We are aiming to have less letters going home in school bags. The Eco Committee have collected lots of emails addresses from people wishing to sign up to receiving newsletters etc by email. The nursery are piloting this and feedback will follow. It was noted that when sending emails to large groups, individual addresses should not be shown. | MMcF | Closed |
| 20.02.13.1 | Updates to be provided to Parent Forum on Head Teacher selection and outcome, once and if known | AM/MMcF | Closed |
| 21.10.13.1 | GIRFEC (Getting it right for every child) Survey  Mark has received a survey, which closes on 1st November, and will forward this to members of the Parent Council for anyone who wishes to complete it. | MMcF | Closed |
| 21.10.13.2 | School Buses  Mark asked about school buses and what areas are covered. John advised that if there was a bus in his area, his children would use it. Catherine will find out the bus routes that are in place at the moment.  **Update**: Catherine passed round the bus timetable. Suggestions for uptake of bus places and easing of traffic congestion and educating parents: Junior Road Safety Group, police involvement, parental support in the form of an action group, walking bus in the Spring, more flexible bus ticketing system.  **Update:** Are there opportunities to create new routes based on areas that don’t currently have a bus?  Are there suggested routes that could be added on a paid basis? Could we ask parents if they would support this? | CDR | Complete |
| 21.10.13.3 | DHT Post  Mark asked about the current DHT post being advertised and Catherine advised this has been withdrawn for Mearns. CDR will investigate the reasons behind this. **Update**: MMcF attended the DHT selection process to assist CDR. A successful candidate was selected (Dec 2013) | CDR | Closed |
| 21.10.13.4 | International Award  Jo McGregor (PT) and Denise Donnelly (DHT) will be taking this forward. We have good links with India and will be looking at Global Citizenship and maybe pen pals with France. Councillor Gilbert advised he had links with the Bengali community and would be happy to email a contact name. The upcoming Commonwealth Games is also a good opportunity for international links and Reverend Brian More and Ian Pye of East Renfrewshire Council are involved in initiatives for this.  **Update:** Any other actions / support needed? | JMcG | Complete |
| 21.10.13.5 | Proposed Mosque at Eastwood High School  It was brought to the Council’s attention that a consultation process is taking place regarding the building of a mosque on the ground next to Eastwood High School. This was originally planned as an outdoor learning, social and recreational space. A link is included below for parents who wish to know more about this and was included when circulated to the parents on the parent forum distribution list. In addition, the link was available from various websites as well as the school MPPC facebook page.  **Update:** Any other actions? | MMcF | Closed |
| 21.10.13.6 | HMIe Report  Councillor Gilbert congratulated the school and staff for the excellent HMIe report and praised everyone involved – Is there anything the parent council can do to help support any change needed to the School Handbook No further action required. | PC | Closed |
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# Minutes of Parent Council Meeting

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| **Meeting of** | Mearns Primary Parent Council | |
| **Held on** | 26th November 2014 | |
| **Present** | Mark McFadyen (Chair), Iain Clark (Vice Chair), Lorraine Hamill(Minutes Clerk), Catherine Dillon Ruddy (HT), Denise Donnelly (DHT), Cheryl Blair, Cnr Charlie Gilbert  Apologies: Karen Brennan, John Brennan | |
| **Item Discussed** |  |  |
| **Welcome and Introduction.** | Mark McFadyen (Chair) welcomed everyone to the meeting.  Mark discussed e-mailing out all the parent representatives of the PC to discuss whither a change of time would suit more parents to help them attend the meeting.  A discuss was held around whither moving the PC meeting to after the parents night in March would help in any way to increase the attendance. |  |
| **Minutes of Previous Meeting** | Mark reviewed the minutes of the previous meeting. Minutes were approved. | Karen Cumming to add to school website and Lorraine Hamill to add to folder in school office and forward to Fiona Morrison. |
| **Correspondence** | Promotion of the Well Being Wheel  Promotion of the My World Triangle  GIRFEC Getting It Right For Every Child  An Information leaflet is available for parents in regard to GIRFEC at Mearns primary School  National Parent Forum For Scotland  Sharing Learning, Sharing Assessment Report for Parents is available for parents from the school or via web site [www.npfs.org.uk](http://www.npfs.org.uk)  STINT  A leaflet guide to STINT – Staged Intervention at Mearns Primary is available form the school for parents  At the parents evening in March there will be information stands for all the topics above to allow parent to be more informed of these topics.  There will be games for the children in class to make them aware of the topics.  There will be links to the children’s e-portfolios. |  |
| **New Business** | Questions Submitted to PC  **Q: Dates and arrangements for the P7 Disco**  The P7 discos has been arranged for the 19th June 2015 the delay was in acquiring the band for the dance but this has now been secured.  **Q: East Ref budget discussions / cuts**  Citizen space survey for parent to make comments on the proposed budgets cuts for the schools of East Renfrewshire.  The Shaping Our Future Report ERC 2015-2018 is where comments should be submitted on page 3 before 5th December 2014.  The PC discussed the quickest way to send this message out to all parents was via social media and the PC Facebook page which Mark did during the meeting due to the very short deadline.  Staffing was identified in the report as being a possible cut which would affect all children within our school.  Another document parents should read issued by ERC is “How much are we spending on services” this document is on the ERC website. It informs ERC parents of the breakdown of council spending.  Mark will also send out an e-mail to all PC parent requesting them to give feedback on the proposed budget cuts. |  |
| **Head Teacher’s Report** | Parents Night  Turnout was very high 98% attendance of parents.  The next parents night will be mid march.  The PC may change the date of the next meeting to coincide with this as it may increase parent numbers who can attend but it would also help the teaching staff who attend the meeting as well.  Parental Survey  This was conducted at the parents night. Mrs Dillon-Ruddy used the parental involvement tool for this survey. The feeback was very positive.  Parental Involvement toolkit  This will be carried over to the next meeting to have more parents review this form the PC. A workshop will be done and the next meeting will have dedicated time allocated to allow this to happen.  Sharing Learning & Assessment  Joe McLaughlin National Parent Forum representative for East Renfrewshire from OLM/St Ninians. The report has mulit-agency representatives and is from Nov 2013-June 2014. The report has good information for parents inside.  Mrs Dillon-Ruddy will have an open meeting before parent night on standardised Testing information for parents.  Staffing  Some staff Maternity leaves are coming to an end so teachers returning to posts.  Mrs J McGregor will return Dec 2014 and will job share with Ms J Leitch who will return in June 2015.  Mrs Mitchell will return in Jan 2015.  Joanna Hall has left Mearns Primary.  Interviewing will take place shortly for Acting Principle Teachers.  Supply teachers are in short supply so it is difficult acquiring them. |  |
| **Any other business** | Lockerbie manor will be the 2015/2016 P7 residential venue.  It is provisionally booked and there will be a representative from the centre who will come to the school to give a presentation on the venue. Mrs Dillon-Ruddy will inform parents of children of this year group when this will take place. |  |
| **Date of next meeting** | **Proposed Future Meeting Dates**  Thursday 22nd January 2015  Monday 9th March 2015  Tuesday 19th May 2015  **Parent Council Chair Meetings**  TBC |  |

Signed as an accurate copy of the approved

Name …………………………………………...

Signature ……………………………………………

Position ……………………………………………

Date ……………………………………………