

# 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 26th November 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 Annual General Meeting

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| **Meeting of** | Mearns Primary Parent Council | |
| **Held on** | 30th September 2014 | |
| **Present** | Mark McFadyen (Chair), Iain Clark (Vice Chair), Lorraine Hamill (Minutes Clerk), Catherine Dillon Ruddy (HT), Karen Cumming (DHT), Cheryl Blair, Mhairi Hill, Kirsty Forbes  Apologies: Karen Brennan, John Brennan | |
| **Item Discussed** |  |  |
| **Welcome and Introduction.** | Mark McFadyen (Chair) welcomed everyone to the meeting. New parents representing P1 welcomed to the meeting. |  |
| **Minutes of Previous Meeting** | Mark reviewed the minutes of the previous meeting. Outstanding items were discussed.  School Bus  Junior Road Safety Officers up and running.  The 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** | Submission of the AGM papers  Mark has completed and updated the AGM papers for the school year 2013/2014.  This report will be available on the school web site for parents.  Parent Council Chair Meeting  Next Meeting –Tuesday 7th October 2014 7pm at Williamwood High School Library.  National Parent Forum For Scotland  Next meeting Saturday 4th October 2014  Equalities Representative  This role is now represented by Kirsty Forbes the first meeting of the new term will take place on Thursday 15th January – venue TBC  Mark discussed that Mearns Primary Parent Council should still try to encourage parents from multicultural backgrounds to join the PC so we have a wide representation for our children. The PC will carry on advocating our membership and how it helps the school, the teachers and the pupils. |  |
| **New Business** | School Photographer  Art & Vision undertook the photographs of the P7 dance in June. Mrs Dillon-Ruddy had the sample book to show the parents present.  L Hamill provided feedback from a P7 parent view and this was very positive, the samples were back in a timely fashion and the quality was very good.  Parent Council Minutes Clerk  Lorraine Hamill will now take over this role previously done by Val Chisholm. |  |
| **Head Teacher’s Report** | School Improvement Plan & Standards and Quality Report 2013/2014  This document has now been completed for the school year 2013/2014 and Mrs Dillon-Ruddy issued a copy to parent present at the meeting.  Ms Cumming will upload this document onto the website for all parents to access it.  Now the previous improvement plan is completed this then generates a new improvement plan for the session 2014/2015.  There are a few areas of this new document that Mrs Dillon-Ruddy would like the PC to look into for parent engagement these are:   * Promotion of well being wheel, GiFEC and my world triangle   The parent council will take these topics forwards as an agenda item for a future meeting   * Parent help in promoting and spreading the word about the children’s e-portfoloios/blogs these have now replaced the PLP’s   The parent council will take this topic forwards as an agenda item for a future meeting |  |
| **Any other business** | East Renfrewshire development Plans for the Maidenhill area. Mearns Primary will be an affected school due to this development and the school will be given information on this in the near future.  Mrs Dillon-Ruddy will send out any correspondence she receives. |  |
| **Date of next meeting** | **Future Meeting Dates**  Wednesday 26th November 2014  Thursday 22nd January 2015  Monday 9th March 2015  Tuesday 19th May 2015  **Parent Council Chair Meetings**  Tuesday, 7th October 2014 – Williamwood High School |  |

Signed as an accurate copy of the approved

Name …………………………………………...

Signature ……………………………………………

Position ……………………………………………

Date ……………………………………………