

Parent Council Meeting
Wednesday 23rd March 2021 (6pm – via Zoom)

Present

Scott Wilson (Head Teacher)	Lesley Brown (Treasurer)
Rhianna Tweedie (Principle Teacher)	Andy Jones
David Simpson (Chair)	Hazel Robertson
Kerry Simpson (Secretary)	Jen Downie
Kay Sly (PTA Chair)	Oliver Koch
Jo Stewart (Vice Chair)	

Apologies – Katie Lamont, Claire Short, Martin McNair, Hayley Sim

Review of Previous AGM Minutes

- All actions from previous minutes have been completed
- All happy to approve previous minutes.

Headteachers report

Return to School

- All pupils are now back to school.
- The school has a clear idea of where children are in their learning.
- Thank you to all parents for their commitment to home learning. Over the last lockdown there has been a high level of engagement and an increase in the amount of work submitted.
- Also thank you to the staff who have gone above and beyond during this period.

Engagement Topics

- The school have been able to continue their key engagement topics which have included a Scots themed week, walking challenge and Burns poem recital competition.
- Drew and Maureen were able to judge the Burn poem recitals and have chosen winners. Once the shops have reopened they will purchase the trophies and medal and, similar to the nativity, we will arrange a presentation of awards for the pupils and share this with parents.

Self-Evaluation and Feedback

- We have continued with the self-evaluation and feedback forms through MS Forms completed by parents, staff and children. Responses from this has been fed back into the our approach and changes which have included:
 - Introduction of weekly class catch ups – which the children seem to have enjoyed.
 - More recorded lessons from teachers
 - Flexi Friday, allowing children to choose work or catch up on items from the week.
 - Oral, group and written feedback
 - IT and paper packs provided to families that are experiencing IT issues.
- We are continuing to use and promote our 5 steps to wellbeing.

- An action plan has been created detailing steps to come out of lockdown. Previous experience and learning definitely made it easier to go into lockdown in January than in September.

SeeSaw

- The school has now paid for SeeSaw which has given increased features, including the number of teachers that can be allocated to a class.
- In the coming term we will be looking to develop SeeSaw further, using it for homework etc. Staff will continue to use it as a line of communication as this has been working well.
- Staff have been upskilled in using different IT software and will now pass on their knowledge to help children with IT.

School Improvement Plan

- Continued focus on 5 ways to wellbeing.
- Literacy focus and the teaching of reading and the school has purchased new reading resources to compliment this.
- Staff have been working to maximising available learning time and reduce downtime by reviewing the structure of the school day and timetabling.
- Big push on digital culture with staff sharing their skills from the professional development.
- Continue to use feedback from MS Forms as a mechanism to inform the school improvement plan.

Review of Literacy Learning

- We have been undergoing a review of the literacy resources for P1/2 and it has been noted that there is a gap in the decoding of phonics in the Big Cat books which have been used to date.
- £2500 has been spent on new books from the Pearson's Phonic Bug Club. This scheme better covers the decoding of phonics, with 6-8 books at each level.
- We will be introducing the scheme after the Easter break.
- An on-line subscription has also been purchased which will allow children to view and listen to book from the scheme, with children being able to earn points by reading books.
- There will be information for parents after the Easter break to explain the scheme.
- This scheme will be the standard going forward but it is always useful have a range of resources to need each child's need.

Budget

- There are additional funds available as there has been reduce spending on items such as photocopying.
- These have been used to purchase:
 - Leckie resources and assessments.
 - Additional reading resources (as discussed above) for infants
 - Online subscription
- The money provided by the Pupil Equity Fund has been used for Mrs Morrison, who continues to be an invaluable resource and support to the children.
- It was asked if there was anything that PTA fund can be used for, to help support an of the initiatives or wellbeing support. It was agreed that there was nothing identified at the moment but that it would be good to have a discussion on the best way to spend funds going forward. A suggestion that has been put forward was possibly fun events for the children, as they have done so well during these though times.

Covid Measures

- We continue to implement the covid safety measures that were in place before Christmas.
- The risk assessment has been updated and is being pulled together by Fife Council.
- Staff are continuing with training and are taking covid tests twice a week.
- Classes continue in their bubble and zones, with rota for playground areas.
- Lunches are being taken as previously with P1/2 at one end of the dinner hall and P3/4 at the other. While P5-7 take their lunch in the classroom.
- Hand washing and sanitising is continuing.
- PE continues to be taken outdoor and we hope the weather continue to improve.
- Masks are still to be worn by those that are using the school bus.

P7 Leavers & New P1s

- We hope to have a P7 leavers show similar to the nativity which will be recorded so that parents can watch remotely.
- P7 transition to Queen Anne is ongoing and final arrangements are to be confirmed.
- We are awaiting guidance on P1 transition planning but will ensure that all new P1s and parents are kept well informed. This cannot start until all the placement request confirmations have been send out at the end of April.

Events, Trips & Projects

- We are hoping to have a sports day but unfortunately it is looking likely that this will be for staff and children only, with parent not being able to attend due to covid restrictions.
- There has been some discussion between CPS and Coalfield Project into possible projects that we can be involved in. These include funding to promote the children growing their own food. We will be progressing this more next term.
- Unfortunately, the Ardroy trip is unlikely to take place this year, however we are waiting for formal confirmation. This has not been communicated to the children yet. All deposits will be refunded if the trip is cancelled.

Parent/Teacher Calls

- MS Forms have been sent out to ask for preferred dates for the parent/teacher phonecall. These will take place on Wed 21st April and Thursday 22nd April. There has been a really good response already.

Communication

- The current form of communication seems to be working well and seesaw is providing a good 2-way method for parents and teachers to interact.

ACTION: Ensure that both parents are receiving the group call texts and emails. (Mr Wilson)

School Grounds

- Thank you to all parent that were involved in the tidy up of the school grounds
- As there has been some occasions when litter has been left by people in the school grounds out of school hours, the school has implemented a 'check before use' policy to ensure the areas are safe and tidy.
- It will be good to focus on tidying the ground again next term and a list of jobs will be added to the facebook page as before.
- Graham Mack has kindly donated £180 to the school which is being used to buy books. Each class has been given £60 and the children are having an input into the choice of books.

Classes and Staffing

- Next year there is will continue to the 3 classes in the school
- Currently there are 6 x P7s leaving in the summer, with 6 x P1 currently looking to join in August. There are also 2 placement requests.
- Unfortunately, as Miss Murray is probationary teacher she will be leaving in the summer. A number of parents highlighted that the children have really responded well to her teaching and she will be missed.
- P5-7 along with 16 other cluster groups, are taking part in live lessons from China
- Miss ZhanYi continues to teach P1-2 but will sadly be leaving us in July to return to China.

PTA

- Current balance is £3741
- Income received from:
 - Christmas Bonus ball with £1055 of sales, £400 paid out in prizes so a total income of £655
 - £250 received via the community council from Netflix for filming in the village
- Expenditure
 - Christmas crackers - £15
 - Leaving gift of Calli Jones - £30
- It has been difficult to arrange any fundraising events as we would usually have done but we will looking into ideas that can be done online or socially distanced.

Parent Council Chair Update

- The parent council would like to pass on our thanks to the staff for all their hard work and commitment over this difficult period, it is very much appreciated.
- No new issues have been brought to the chair's attention from parents.
- We have been in touch with the council to raise the issue of some areas of the school ground that are in need of improvement. These include:
 - A number of broken slabs which are a trip hazard
 - An area of the playground that floods in heavy rain.
 - The removal of the wooden boat in front of the window – make good the surface that is surrounding
- We may need to consider fundraising if the council are unable to progress some of these issues.
- The disposal of the garden waste and remaining work to trim the trees has been held up due to lockdown. It was felt that as a large part of the cost was for disposing of the waste, we could leave this and add it to the bonfire later in the year.
- There are a number of old sofas and broken bench that need disposing of. Oliver kindly offered to arrange to take them to the tip.

**ACTION: Send a list of areas of concern to the ground team at the council (Mr Wilson)
Ask for a revised cost to trim the tree only. (David)
Dispose of the old sofas and bench (Oliver)**

Next Meeting Date & Time

- There has been some discussion regarding holding the meeting at a different time as 6pm is unsuitable for a number of parents.
- It was agreed that various days and times should be considered to ensure that parents have the opportunity to take part in the meetings.

- The next meeting will be the AGM which is held in June. When post holders will be re-elected.
- It was suggested that it would be good to have some succession planning with say the vice chair moving into the chair role.
- David noted that he will be happy to continue in the role of chair but would look to pass it over to someone else after completing two years.
- Jen noted that she would be interested in becoming more involved and Jo noted that she would be happy to stand down if someone was interested in the vice chair role.

**ACTION: Look into most suitable days and time to hold the next meeting (David)
Speak to new parents about getting involved in the PC (All)**