



## Pittencrieff Parent Council Minutes

19<sup>th</sup> June 2024, Online

---

### In Attendance

---

Shelley Hutchison (Head Teacher), Susan Mackenzie (Teacher), John Wallace (Chair), Vicki Amos (Treasurer), Vicki King (Gala Rep), Julie McDonald, Simon Templeman, Gayle Murray, Donna Park, Cheryl Thomson

Apologies – Emma Wallace & Colin Greenslade

---

### Welcome

---

JW welcomed all attendees to the online meeting.

---

### Minutes of Last Meeting & Matters Arising

---

Minutes of the last meeting held on 22<sup>nd</sup> May were approved, with Vicki Amos as proposer and Donna Park as seconder.

#### **Matters arising:**

Summer Fair – It was excellent to see the Summer Fair so well attended, and the collaboration between the school and the Parent Council worked very well. The children did a fantastic job manning the stalls and making things to sell on the day and with P6 running the fair as an enterprise event, under the guidance of Miss Murray, it was a great success.

A total of £862 was raised, which is an excellent result and almost double the figure raised last year.

Thanks to all the children for their efforts, to Parent Council volunteers for their support, to all parents for their donations & support of the event and to the school staff for helping with the event.

Banking – We are almost there with the signatory amendments; a written form has been signed & submitted to the bank in the last few days and it's expected that this will be fully resolved in the next week or two.

---

## Headteacher Update

---

- The Standards and Quality Report has been sent on to our Education Manager, Sarah Else, detailing the school's progress towards the identified improvement priorities.
- There has been good progress with Parental Engagement priority and a number of changes this year, including: Family Time, a reset of the Parent Council and fun events supported by the Parent Council (allowing fundraising to take place). Parents' Evening was attended by 96% of parents.
- Our Numeracy improvement priority will continue into next year. Across the school there was an increase of 5% of learners achieving an appropriate level. This will be a continuing focus as numeracy attainment is lower than literacy across the school.
- Our Digital improvement priority will continue into next year. Seesaw has good engagement as does the HT Sway. We have an ICT Suite and need to develop our Digital Charter within the community and work towards becoming a Digital School.
- Reports will be issued on Friday 21<sup>st</sup> (Nursery to P6) and Monday 24<sup>th</sup> for P7.
- Primary 7 Leavers' Assembly on Wednesday at 1:30pm in West Baptist Church.
- Classes will all have the opportunity to meet teachers, this week and next.
- Peacock House won the Sports Day Trophy.
- There will be two parties in the last week for the term and overall.
- Destination Judo will be back on Wednesday 26<sup>th</sup>.
- £862 was raised at the Summer Fair and provided Primary 6 with an excellent opportunity to take part in organising and running an event.
- SH thanked Donna Park for all her help over the years with the Parent Council and with other events.

---

## Gala Update

---

Vicki gave an update on the gala:

- 110 Children will be in attendance.
- All games etc are organised, and we have enough parent helpers to cover all classes.
- Corner Shop – Still to collect the donations, hoping to do this later tonight/tomorrow(Friday) as arrangements to collect keep being changed.
- Resources can be left at the nursery lodge for storage before & after the gala.

JW thanked Vicki for taking on the role of Gala Rep on behalf of the school, we are very grateful for that.

---

## Review of the Year

---

- It's encouraging to see solid progress with the Parent Council since the 're-launch' in November, and it is massively appreciated that more parents are keen to get involved.
- Emergency meeting was held on 22<sup>nd</sup> November and to have Emma and Vicki step forward as Secretary & Treasurer allowed us to continue as a parent council – which was crucial.

- There was a 'recruitment drive' where we aimed to get 2 parents from each class 'signed up' and that is worth maintaining so we have a decent core of parental support and broad representation across the school.
- We have held 6 meetings since then, with an average attendance of 9 people across all meetings following the emergency meeting.
- It's so important to have that continued support otherwise it won't be feasible to operate as a parent council.
- In some ways it's been a case of 'finding our feet' this year & hopefully we can build on this for the next year.
- Highlights:
  - Many new faces getting involved and wanting to be part of the Parent Council
  - The school taking up the reins for the Christmas Fair, which was a great success - and something that has continued in the summer fair which was more of a **joint effort** – an excellent experience for the children.  
Could do with more stalls & help to organise in advance – something to focus on for Xmas!
  - Handing over a cheque for £1,500 in November, which was used to buy sports equipment & iPads.
  - We raised £440.50 from the Parents Night raffle in March & £862 from the Summer Fair (v. £447 the previous year) = Total of £1,302 so far in the calendar year.
  - We still have £1,827 in the bank and it would make sense to make a further donation early in the new term once the signatories are sorted out.
- Issues:
  - Some of the original people involved have drifted away, which is a shame.
  - Frustrating how long it has taken to sort out the banking, but I believe we are almost there although the service / response from the bank has been pretty poor.

### Priorities for next year:

- Fundraising:  
Three main events: Summer Fair, Halloween Parties + Christmas Fair  
+ suggest we do a raffle at each of the Parents Evenings given the effort / reward
- Recruitment to the Parent Council / 2 parents from every class to be reconfirmed in the new term
- Revision of constitution to make it simpler and clarification on the rules regarding election of office bearers / terms etc.

---

AOB

---

JW thanked Donna Park for her help & support with the Parent Council and wished her all the best for the future.

---

Next Meeting – Wednesday 11<sup>th</sup> September – 6:30pm : 7:30pm

---

This meeting will take place face to face at the school, with the option to join on Teams if people are unable to attend in person. We can then review this format after the first few meetings to see what everyone's preference is.