St Ninian’s Parent Partnership Minutes

Tuesday 14th November 2023

Attendees

Siobhan Currie (HT), Colette Jones (Chair), Angela McIntyre (Secretary), Stephanie Lavelle (Treasurer), Karen McBride (Social & Fundraising chair), Alison Porter, Danielle Lee, Louise Smith, Lynsey Atkinson

Apologies

Claire Coggins (ADHT), Amy Louise Shelton, Suzanne Boyd, Poliath McConway, Carol Donnelly, Claire McEnaney, Gadsya Nggadas

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| Agenda Item | Owner | Discussed | Action required |
| 1 Opening | Colette Jones (Chair) | Colette welcomed the members of the partnership present and note of apologies was taken.  Previous minutes were accepted. | None |
| 2 Head Teacher report | Siobhan Currie (Headteacher) | Please see HT report attached (Appendix 1)  SC advised chaperones would be required to escort Primary 7 to church during Catholic Education week  Confirmations will take place at cathedral this year  SC talked through school improvement plan, this will be uploaded to school website | SC will send an email requesting P7 parents to chaperone, PTC will ask P7 rep to also post in Primary 7 chat |
| 3 Treasurers report | Stephanie Lavelle (treasurer) | SL provided update on expenditure and income for the period 19/9/23- 14/11/23  See attached Treasurers report (Appendix 2) | None |
| 4 Social & Fundraising | Karen McBride (S&F Chair) | KM advised that Xmas coffee morning had been planned at S&F meeting on 8/11/23  KM advised St Ninians has been successful at being selected as one of ‘Co-op community causes fund recipients’. KM has posted on Parent group facebook page  In response to the PTC asking for a purchase the school would benefit from from funds raised, SC advised the school would like to update the digital hardware the school has including charging doc, charger trolley, Ipads and laptops. It was agreed the PTC would advise Parents/ Carers of this target and would aim to purchase throughout the school year.  KM all xmas cards had been gone out to parents and that last order date was 17/11/23. KM advised there was some concern over children being able to complete designs  SC asked if PTC would be able to provide tea & coffee for informal parent’s night on 6/12/23 | * CK to do shopping for coffee morning * AM will buy and make Hampers for xmas raffle in school * Members to continue to collect raffle prizes * KM will provide SC with info re Co-op fund for school to inform wider school via email/ newsletter * KM will ask class reps to ensure parent groups are aware of final order date for xmas cards * KM will discuss with SC to feed back to teachers about time for xmas card design to be completed going forward * PTC will ask for parent volunteers to provide tea & coffees and confirm to school * SC will ask pupils to make posters for PTC stand at informal parent’s night |
| A.O.B | Colette Jones (Chair) | CJ advised some parents feel nervous to help at school events as not sure of the role of parent helpers. AM suggested creating a PTC leaflet or flyer to explain our role to parents and PTC should be involved in welcoming new Parents during P1 transition to school. SC suggested the PTC having a place on the school newsletter to engage with Parents.  CJ suggested tidying up social media accounts. AM suggested increasing engagement on social media and offered to become a facebook admin and help provide content. SC advised parent feedback suggested parents were unsure of the role of PTC in the school and this engagement could help address that.  CJ advised extra travelling cribs were available to purchase. It was agreed we would not purchase more.  SC advised there would also be a travelling rosary for Primary 4 introduced next term.  Discussed fund raising ideas school funds and possibility of school funds through parent pay. To be discussed further after xmas break. | * AM and CJ will look to create leaflet/ newsletter |