

MINUTES

Eastfield Primary School Parent Council Minutes

December 1, 2016

The meeting was called to order by Julie Baxter at 1900.

1.0 In attendance

Lesley McPhee	LMP	Deputy Headteacher
Julie Baxter	JB	Chairperson
Kate McLean	KM	Secretary
Peter McLaughlan	PM	Parent Council Member
Catriona McLaughlan	CM	Parent Council Treasurer
Pamela Renton	PR	Parent Council Member
Frances McLaughlan	FM	Parent Council Member
Alan Miller	AM	Teacher

2.0 Apologies

Pamela Di Nardo	PDN	Headteacher
Ashley Mitchell	AM	Vice Chairperson
Jennifer MacGowan	JM	Parent Council Member
Lesley Murray	LM	Parent Council Member
Adibba Ahmed	AA	Parent Council Member
Hazel McMillan	HM	Parent Forum Member

3.0 Approval of Minutes

JB ran through the agenda and extended a warm welcome. KM noted the minutes from the previous meeting were approved via email and would be made available on the school website for all to read.

4.0 Matters Arising which are not Otherwise on the Agenda

None

5.0 Financial Report

CM advised the following:

Halloween Disco £593 profit

Christmas Cards £332 profit (with a shortfall of £70 which the parent council paid)

Therefore in the period October – November £925 profit was made. The Parent Council bank balance is therefore now £7445.

The Parent Council purchased a leaving gift to the value of £35 for Helen MacIndoe in gratitude of her outstanding contribution to the Summer Fete.

6.0 Headteachers Report

PDN sends her apologies. LMP gave the headteachers report.

6.1 CIO visit

LMP met with William Collum (CIO) to share upcoming calendar of events. After discussion he was delighted to tour the school and see the children actively engaged in their learning.

6.2 Cashless Cafeteria System

The catering manager retired this week and the cashless cafeteria system was implemented. This was challenging to put in place but now that the teething problems have been ironed out this is working well.

6.3 Active Literacy Open Evening and GIRFEC Open Evening

This year's active literacy event was more interactive this year as the children acted as learning leaders. This was a very successful event however the GIRFEC open evening was less well attended. Ideas to increase attendance need to be discussed.

6.4 Smoking on School Grounds and Considerate Parking

It was reiterated that there is NO smoking anywhere on school grounds. A note has been added to the newsletter to be distributed to parents this week.

Also a reminder to park considerately has been added to the newsletter as the priority is safe access to school for all children.

6.5 Extreme Weather

Guidelines are in place. A reminder will be issued to parents to access Twitter/Glow or the NL website for further details of any school closures.

6.6 Induction Dates

P1 induction dates to be confirmed and the P7 transition letter will be sent out shortly.

7.0 Items of Business

7.1 Easy Fundraising

The parent council would need to be registered as a charity to be able to use easy fundraising. This requires the completion of many forms and you need to always maintain your charitable status. This is currently shelved for further exploration.

7.2 PC Logo

FM looking in to creating a Parent Council logo for corporate identity. To involve the children a competition will be run to design a logo. There were many similar competitions on at present (design a Christmas card etc) so this will be carried out in the New Year.

7.3 Future Proofing

JB attended a Parents Consultative Group meeting. This proved very useful. Jim Beers (QIO) is keen for all Parent Council documents to be made available First Class. We have risk assessments, health and safety documents, policies and procedures all in place.

JB shared our future proofing ideas with other schools in authority. These ideas have all been very well received.

Our Parent Council has consistency of members and is future proofing well.

7.4 Draft National Framework

Nicola Sturgeon has pledged to close the attainment gap in school. Using the National Framework Angela Constance (Educational Secretary) wrote to all Parent Council chair people to thank them for their ongoing support for their school. JB will write back to Angela Constance to say as a Parent Council we appreciate our contribution being recognized and we are confident that our school Eastfield Primary is already heading towards excellence in terms of many of the key drivers laid out in the framework and are looking forward to supporting the school further.

7.5 Spending Proposals

A survey was conducted within school of staff and pupils. The Parent Council have made quite a considerable profit in recent months and is in a position to present large a cheque to the school. Pitch improvements received the highest percentage of the vote followed by books (for both literacy development and enjoyment.)

Ultimately spending is the decision of the headteacher but the headteacher is very keen for the Parent Council and pupils to be a part of the decision making process. The Parent Council have aided the discussion by researching staff and children's opinions and will present this to the headteacher.

7.6 Fundraising

Summer Fete – sub committee

A sub-committee will be formed in January to aid planning of the summer fete. So far a balloon man is booked and a slide and carousel are potentially booked.

Christmas Cards

This was successful and was very well received but lessons have been learned. There were a few logistical problems as the school is so large. We will begin the process earlier next year.

Halloween Disco debrief and Christmas Disco Planning

Questions were raised at the Halloween discos regarding how busy the disco's were. We discussed ideas to reduce the levels of busyness and it was agreed that removing the tuck shop would be one idea to reduce this. This will be discussed further at future meetings.

All Parent Council members agreed it was too late to make any changes to the Christmas Disco format but that any changes will be discussed and implemented for the Easter Discos.

7.7 Budget Cuts

North Lanarkshire Council are due to make further budget cuts. A leaflet was sent to all NL residents at home. JB raised the question with Jim Beers (QIO) as to how parents were being informed of the cuts to come. Parents can complete the form at the back of the Budget Challenge leaflet which was sent to their homes or complete a fully comprehensive feedback form on the NL website entitled "Online Budget Challenge".

Pages 6 and 7 of the leaflet concern learning and leisure services and JB brought three items to the attention of the Parent Council.

1. The rationalization of Classroom assistants by either 50% or 25%. In Eastfield Primary School this would mean losing either 2 full time equivalent posts or 1 FTE post.
2. Clerical assistance is to be rationalized. Clerical assistance is vital in a school the size of Eastfield.
3. Reducing janitors to part time hours only.

These three points were the most hotly debated items at a recent parental consultation meeting held recently as these directly impact on the children.

JB will prepare a letter to make all parent forum members aware of these issues and urge them to take the budget challenge and make their voices heard as the closing date for consultation is the 16th December 2015.

LMP noted that there is a review and rationalization of classroom cleaning planned. It was noted that classrooms are children's main working spaces and particularly in the winter months with coughs/colds/norovirus etc it is very important that these areas are clean and hygienic. This is another item on the proposed cuts which will impact greatly on the school and children.

7.8 Head Boy and Girl Selection

The Parent Council were asked to read through the anonymous applications and decide upon the best candidates for head boy and head girl.

All applications were thoroughly read and a vote was taken. It was noted that all applications were of a very high standard and it was a very difficult job to separate them. However two stood out as being different and all five Parent Council members present agreed on the decision. The Parent Council are looking forward to finding out who we have selected.

8.0 Correspondence

NONE

9.0 Any Other Competent Business

NONE

Next Meeting

Tuesday 26th January 2016 – 19.00