

Chryston Primary School Parent Council

MEETING ONE: MINUTES

TUESDAY 12 SEPTEMBER 2017, 6.30PM, CHRYSTON PARISH CHURCH

1. WELCOME

Sharon Murray acted as Chair in Jen Troup's absence.

2. PRESENT/APOLOGIES AND INTRODUCTIONS

Present: Roy Boyd, Emma Brooks, Audrey Burke (Head Teacher), Lisa Carle, Rachel Crozier, Ainsley DeNardo, Tracy Gentle, Liza Hamilton, Lorraine Fleck (Principal Teacher), Harleen Lota, Becca Martin, Sharon Murray (Chair), Andrea Roy.

(Note: Apologies for not getting the names of two people who attended).

Apologies: Martyn Campbell, Yvonne Davidson, Caroline Kirkwood, Karen Nicol, Tracy Slaven, Claire Thomas, Jen Troup.

Minutes: Roy.

3. MINUTES OF LAST MEETING

Sharon proposed, Roy seconded.

4. POST

None.

5. DISCLOSURES

Roy now has most Members' details, and will contact the Council's HR department in Kildonan Street to take this forward.

BUSINESS

6. HEAD TEACHER'S UPDATE

STAFF

The school has a full complement of staff, with Lorraine Fleck PT covering Probationers, Primary 1 Planning and Transition and Health & Wellbeing. Linda McIntyre is now Acting Depute Head through PEF funding and will focus on raising attainment through a more targeted Support for Learning programme. The PEF money was also used to supplement additional support needs hours following the adjustment of classroom assistant allocation across the authority. Gayle Malcolm is now acting as Lunchtime Supervisor each day and Jen Troup is covering 18.5 temporary hours in the office each morning. Further decisions around the permanence of this post are to be confirmed.

SCHOOL ROLL AND CLASSES

School roll currently stands at 276, fourteen up on last year, but there is less support staff due to changes in policy around classroom assistant allocation. Mrs Burke has built capacity in at all stages to accommodate new children coming to the school throughout the year. Children and teachers have all settled in well to their new classes and made a positive start.

FINANCIAL SITUATION

The school has c. £13,000 in budget, with an additional £2,000 in the school fund. £38,400 PEF money – some of this has been used for staffing (as detailed above), with £4,500 used to purchase laptops to support learning and help to assess children. As discussed at the previous meeting, some of the money will also be used to fund a Maths teacher in the High School, who will function as a liaison between the High School and the relevant Primary Schools (including our own). That accounts for almost all of the PEF money.

PANTOMIME

Hopscotch will be putting on a panto – The Wizard of Oz – on the afternoon of 27 November. The pantomime costs c. £600, and the Parent Council are happy to pay for it. We have adequate funds, and will be holding a Halloween Disco and Bowling Club Night (probably) in the meantime.

BREAKFAST CLUB

The school has had a few enquiries about a Breakfast Club. We discussed this at some length, and Audrey has emailed out a letter to all parents that will cover this in detail. In a nutshell, we would not get funded (by the Council or anyone else) because there's not sufficient social deprivation in the catchment area. This would mean using school staff and taking them out of classes, or adding to the Senior Management Team remit, and would impact on playground monitoring in the morning. There is some provision nearby, and more coming soon, so it seems unlikely that we will go forward with this idea. This is a subject that comes up most years, as new children come to the school, and it will no doubt be addressed again in the future.

HIGH SCHOOL PITCH VISITS

We discussed this at some length. The five volunteers who do this: me (Roy); Bryn Halliwell, Claire Gallacher; Mark Malcolm and Liza Hamilton (Jen Troup and Gail Malcolm used to help, but both now work in the school, and Jen's husband Scott has helped out before too) are going to meet and come up with rotas so we can plan future visits. Changes to the number of support staff have a bearing on how many people are available from the school, and we all want to come up with a solution that works for all children. It was noted that the grassed area between the two huts has now recovered from the build work and is open to play on and that there are in fact two areas on which to play football within this area of the playground. Also, many of the children do not want to come over to the pitch and this has created a further area which requires monitoring.

Sharon Mathieson is now helping out in the hall at lunchtime on a Tuesday, and I'm doing the same on a Thursday. If anyone wants to offer their services for help with supervision please contact me.

COMMUNITY POLICE

We've got a couple of new Community Police officers, Mark and Eddie. They have visited the school to say hello, and have also stood outside the school on Pentland Road in an attempt to dissuade parents from parking on the zig-zags. They have said that they will issue warnings but will ticket repeat offenders.

FUNDRAISING

7. FINANCIAL STATEMENT

The P&L for the year to date was on the agenda, and is attached at the end of these minutes.

We've yet to open our new bank account, though that will be remedied very soon. Lisa Carle (who has been looking into grant funding) pointed out that we would be unable to access funding without a bank account.

8. HALLOWEEN DISCO: THURSDAY 27 OCTOBER

We discussed doing ready-made bags of tuck, and upping our entrance fee accordingly, at least for the junior disco. This could well eat into our profits (sorry!) but it would no doubt make things a lot easier for the Tuck Shop, as well as simplifying things for children who haven't yet mastered money. We'll have a think about this, discuss the practicalities, and run what we propose by everyone before going any further.

Update - Jen and I discussed this and think that the best thing is to run a Tuck Shop as normal. The main reason was that we would otherwise have to increase our entrance fee to around £4, and we know that some people would struggle with this. It's one thing to pay £2 to get in and spend another couple of pounds (or not) on tuck, but we don't want to be asking any parents with lots of kids for £12 or £16 in entrance fees. Plus, it's good for the children to use money. We will try to keep things as simple as possible in the Tuck Shop, and we may well make up bags of some sweets rather than selling them loose.

1. Update poster and send to school, confirm DJ (Roy)
2. Personnel (Sharon Murray)
3. Prizes/tuck (Roy & Jen)
4. Photo booth (Martyn)
5. Stickers/sashes or similar means of identifying PC helpers. (Many of whom will be in costume, though nothing scary, please. Last year we had some traumatised children on account of the frankly terrifying costumes that some kids were wearing. I may mention this in our newsletter, pointing out that some kids are very young, and this is their first school disco.)

Parents are asked to please remember to return the tear-off slip with collection details with their child when dropping off at the discos.

9. PARENT COUNCIL GOALS/AIMS FOR THE YEAR

We're going to produce a newsletter to bring everyone up-to-date with all that the PC has got on in the next couple of months.

We had already discussed the pantomime, and are more than happy to pay for it.

With regard to a library, it was agreed that we would assemble one for the school. We have some books, and we'll ask parents to donate more. Possibly put a box in the reception area?

Storage boxes and benches are needed for the playground. I reported that the benches that Scott Troup built had gone missing, but I'm delighted to say that they've since been found – they'd been moved to the boiler room during summer. We'd like to take this opportunity to thank Scott for making the benches, they're great and proving very popular with the children. We'd also like to thank Martyn Campbell (or his minions) for sanding and painting the benches.

We've done a little gardening, mainly in the infant playground. Again, anyone who wants to help is more than welcome. We'll discuss this with the school over the coming weeks and try to get as much as possible looking presentable before winter sets in.

10. FURTHER FUNDRAISING IDEAS

Lisa Carle brought the Xmas Card packs to the meeting, and passed it to Audrey. These will be given out to the children soon, as all artwork/money has to be sent off by 4 October.

Jen had already discussed the Bowling Night Party with Emma, who has agreed to look into booking a suitable date, probably at the end of November. Once this has been done, we'll organise DJ/food and publicity.

11. ANY OTHER BUSINESS

None.

12. NEXT MEETING

Tuesday 7 November, 6.30pm, Chryston Parish Church

**FINANCIAL STATEMENT
PROFIT AND LOSS, 9 MAY - 12 SEPTEMBER 2017**

Item	Date	Takings	Costs	Profits	Balance
Opening balance	9 May 17				1,510.14
P7 sunglasses	16 May 17	----	85.56	----	1,424.58
Scotia (P1) Books	22 May 17	----	285.78	----	1,138.80
Sports Direct/balls	25 May 17	----	30.04	----	1,108.76
Summer Fair	10 June 17	1,091.46	897.34	194.12	1,302.88
Bowling deposit	15 June 17	----	60.00	----	1,242.88
Shorts & Shades	15 June 17	470.30	91.32	378.98	1,621.86
Gala Day	17 June 17	216.20	50.00	166.20	1,788.06
Ice cream van	27 June 17	----	130.00	----	1,658.06
Bowling (balance)	27 June 17	----	100.00	----	1,558.06
Staff gifts	27 June 17	----	24.40	----	1,533.66
Closing balance	12 Sep 17				1,533.66