Parent Council Meeting

Date: Wednesday 3rd May 2023

Location: Chryston Parish Church

| Attendees | Role | Attended Y/N? |
| --- | --- | --- |
| Leigh Moore | PC Chair | **Y** |
| Jayne Clinton | PC Vice-Chair | **Y** |
| Graeme Walker | Secretary | **y** |
| Lynsey Graham | Treasurer | **y** |
| Mrs Jilly Moffat | Headteacher, CPS | **y** |
| Mrs Linda McIntyre | Principal Teacher, CPS | **y** |
| Jennifer Troup | PC Member | **y** |
| Aga Ibek | PC Member | **y** |
| Ed Clinton | PC Member | **y** |
| Kara Denholm | PC Member | **y** |
| Mark Graham | PC Member | **y** |
| Jennifer Rodden | PC Member | **y** |

| Apologies | Role |
| --- | --- |
| Deborah Fraser | PC Member |
| Colin McIntyre | PC Member |
| Arlene Butcher | PC Member |
| Lee McKellan | PC Member |
| Levi White | PC Member |
| Joanne Elliot | PC Member |

| Item  No. | Items Discussed | Ref | Actions | Owner | Due Date | |
| --- | --- | --- | --- | --- | --- | --- |
| **1** | Leigh Moore chaired the meeting and began by welcoming those present. |  | No action required |  |  | |
| **2** | **Previous minutes:** The previous minutes were approved having been proposed by Mark Graham and seconded by Leigh Moore..  It was noted that the minutes of the previous meeting have already been added to the school website, without being approved. Going forward, minutes will be added to the website after the following meeting when they have been approved.  A copy of the previous minutes are now available on the school website or by requesting a copy from pc email ([chrystonpcfunding@gmail.com](mailto:chrystonpcfunding@gmail.com)). |  | No action required | Graeme |  |
| **3** | **Treasurer's Report**  Lynsey confirmed that the books are looking healthy. We started with £6179.86 in the bank. There have been a couple of costs to come out including t-shirts and disco. The current balance is £5677.99. |  | No action required | Lynsey | N/A |
| **4** | **Headteacher Update**  Mrs Moffat advised that it has been a busy time for the school recently however we survived the recent HMI. Mrs Moffat described it as a positive but intense experience. Mrs Moffat wished to record her thanks to all the staff at CPS who have gone above and beyond. Mrs Moffat stated that we did not have the official report yet as this is required to go through quality assurance but the feedback seemed positive. Inspectors looked at our strengths and areas for development and agreed with them. They also gave specific positive feedback about the kids. Mrs Moffat hopes to run a parent information session after we receive the report detailing what happens next. Given the time restrictions, this may be after the summer and be part of the launch of the new school building.  In terms of the new school building, everything is on track. Mrs Moffat was meant to have a meeting about this today but it has been delayed until next week. The builders have advised that there will be planters on the grounds and children have been asked to submit designs for them. Representatives from Robertsons the builders and a rep from the Parent Council have been invited into the school on Friday 12th to judge the entries.  We are also working with the builder and will be having a DYW event planned for 23rd /24th May (exact date tbc) with architect, ops manager and quantity surveyer coming to talk to the kids about career opportunities. P5 are working on a project to plant a tree at the new school - Date TBC. We continue to take groups across to see the new building but unfortunately haven't been able to see the inside yet, however we are working with the builders and hope to get a virtual 360 tour that would allow us to show the kids the new internal layout of the building. This will be a huge benefit to any kids that have additional support needs and may require additional familiarisation.  There will be some recruitment before the start of the new school term. We have 3 teacher vacancies but we need to wait to see if we will get anyone from compulsory transfer before this goes to advert. Paperwork has been submitted for the role of substantive DHT. Mrs Moffat hopes this will go to advert before the end of term so that a successful candidate can be in place for the start of new school term. Leigh reminded everyone that Criterion training is regularly available. Anyone who is interested should advise Leigh ASAP. |  | PC rep to attend school for judging  Anyone interested in Criterion training should contact Leigh | Aga  Everyone | 12.05.23 |
| **3** | **P7 Leavers Event**  Mrs Moffat advised that they have a range of events planned for the P7’s. The leavers ceremony is set for Thursday 15th June and then W/C 19th June we have the following events planned:   * Monday - Visit to Science centre - Cost £159 * Tuesday - Picnic in the park * Wednesday - Visit to Cinema / Bowling \* * Thursday - Leavers party \* * Friday - Waterfight \*   \* These events will require support from the parent council.  Debs could not attend tonight's meeting but had suggested that the PC consider funding and supporting a separate event. Discussion took place but the consensus was that the PC would support the planned activities organised by the school. This would promote inclusivity.  Mrs Moffat advised that parents may be asked to contribute towards funding the activities, however it will be made clear that it is not a mandatory payment and nobody should feel excluded. Jayne proposed that the PC pay £500 towards the activities plus £100 discretionary fund to support parents who are unable to pay. Ed proposed that we need to commit to this long term so that each year group is given the same opportunities. |  | Mrs moffat to arrange leavers events  PC to contribute towards Leavers events | Mrs Moffat |  |
| **4** | **Supporting upcoming School Events**  Discussion took place how to support the school at the following events:   * P1 Induction   Plans underway for P1 induction. PC to provide a leaflet for new parents. PC will also provide funding for a book for new P1 pupils.   * P7 Leavers   PC agreed to provide a gift bag with a new school tie and bag of sweets. There may be left over tuck shops that need to be used.   * Sports Day   PC to organise a stall and provide Tea/Coffee for parents and Diluting juice and ice lollies for kids.   * Teddy bear picnic   Mrs Moffat advised that they are also arranging a teddy bear picnic - Dates TBC |  | Mrs Fleck to suggest book  PC to provide Gift bags  PC to run a Tea/Coffee stall | Mrs FLeck  Leigh / Lynsey  Jayne | ASAP  15/06/23 |
| **5** | **Fun Run**  Mrs Moffat advised that the running club is going really well and the hope is to arrange a whole school Fun Run. Idea would be that the running club could do 5k but the rest of the school could do smaller routes. Mark proposed that the PC provide an ice cream van at the finish |  | PC to arrange for an Ice Cream van | Leigh |  |
| **6** | **Support from Local Business**   * Cala   Money from Cala to be ring fenced for STEM materials. Details sent to Mrs Moffat   * Doig   Money has been sent to the school and Mrs McLaren is ordering the Numicon sets.   * Simpson   Simpsons have donated £500. Mrs Fleck is pricing equipment |  | Mrs Moffat to source materials | Mrs Moffat  Mrs McLaren  Mrs Fleck |  |
| **7** | **Playground Equipment**  Concerns have been raised about the playground space and lack of activities. Mrs Moffat said she is aware of the concerns and has recently tried to mitigate this by moving classes around. By taking advantage of the P7’s being on their familiarisation at the high school, we have moved the p4’s into the bigger playground and this has allowed us to move the P1’s. We have been using the P1 playground for some targeted activities. There is a reluctance to buy any new / big pieces of equipment due to the relocation to the new school however Mrs Moffat will speak with pupils to gauge their thoughts. Mark suggested a bubble machine which they use at his school. It was agreed PC should purchase bubble machine. |  | PC to purchase bubble machine | Leigh |  |
| **8** | **Fundraising**  Discussion took place around targets for fundraising. As previously agreed, the PC wishes to commit to funding Swimming Lessons and the P7 Leavers events. These will be long standing commitments. In addition to this, the PC are also looking to support the school with improvements to ICT infrastructure.  Lynsey to provide a list of what fundraising activities we have done previously. There was a consensus that we should wait until we are in the new building before applying for some grants.  Jayne to apply for digital grant for ICT that she has had previously  Lynsey agreed to manage spreadsheet to track fundraising.  Kara to speak to Susan re National Lottery application |  | WIll apply for funding  Ongoing management of spreadsheet  Awaiting update | Lynsey  Jayne  Lynsey  Kara |  |
| **9** | **Shorts N Shades Disco**  There had been a suggestion to run a shorts n shades / summer disco as we did last year. General discussion took place but consensus was that this term was very busy. Mark made the point that the first disco is normally halloween which may be a bit overwhelming - especially for the younger kids. Instead it has been suggested that we run a disco at the start or term as a way to welcome people to the new school. |  | No action required |  |  |
| **10** | **Community Engagement**  Claire advised that she has earmarked flower beds at the allotment as she was worried that planting season would pass by.  There had been a suggestion of a community walk / litter pick. Kara advised that scouts have one coming up and she can advise how that goes.  Gala committee has given us a free stall at the Chryston Gala day. Suggestion is that we do a ‘Beat the Goalie’, but we will require volunteers to run it. Mrs Moffat will add to newsletter. |  | Kara to feedback how scouts community walk goes  Mrs Moffat to add to newsletter | Kara  Mrs Moffat |  |
| **11** | **Chryston Fayre-well event**  Leigh gave an overview of the fayre-well event. The date is set for 4th June. There will be some initial outlay required for let and materials however this has already been covered with the known income. PC approved expenditure. |  | Group set up to plan the fayre | Leigh |  |
|  | **AOB and Future Meetings** | Ref | Actions | Owner | Due Date |
| 12 | **School Website**  Mrs McIntyre had requested any details for the website be forwarded to her  **Correspondence**  Northern Corridor AGM coming up. Looking for representatives to attend on behalf of CPS PC.  **Date of Next Meeting**  TBC |  | No Action Required  Names to be submitted to Graeme  TBC |  |  |