

**St Andrew's Primary School
Parent Council**

**Meeting Minutes
Monday 21st May 2018**

Present: Committee: Donna Shaw (Vice Chairperson)
Carolann Shields (Treasurer)
Elaine Johnston (Church rep)
Frances Bath (Secretary)
Alison McCool (Council Member)
Adele Meechan (Council Member)

 School Reps: Theresa Cairney (PT)

Apologies: Anthony McAllister (Chairperson)
Kelly McLaughlan (Council Member)
Siobhan Kerr (Council Member)

1. Welcome

DS opened the meeting by welcoming all in attendance.

2. Approval of previous minutes

All members agreed the minutes from the previous meeting.

EJ advised that she had all of the materials used at the bingo night and will store it until the next night is scheduled.

3. Graduation Disco Tuesday 19th June

This year's Graduation disco will take place in the school at 6.30pm – 8pm.

CS has organised for Michael McKenna to DJ at the event. She requested the school provide a playlist with this year's P7 songs so that she can pass to Michael. TC will advise.

CS is to order ties for the respective P7s high schools. She asked TC how many ties were required and for which schools. TC advised a potential 25 St Margaret's, 2 Academy and 2 St Ambrose and will confirm definite numbers to CS.

TC informed the Parent Council that the high schools have confirmed they will provide ties, however the PC felt a spare would still be useful.

FB and DS agreed they would set up the hall for the event at 3pm. AMcC, CS, EJ and FB have volunteered to attend the evening event.

CS will speak to a contact she has to buy a red carpet which the school can keep for future Graduation events. She will also look after buying crisps, sweets and the food to be laid on at the event. It was agreed that Dominos pizza, chicken bites and chips would be a better approach than a buffet as the buffet has previously resulted in waste.

AMcC advised she will look after the tableware and will organise the bar which will include, water, cans of juice, fresh orange, orange slices and schloer.

FB to ask AMcA if he can order cupcakes from the same provider used last year.

TC is to locate the Graduation sign which is believed to be stored in the school.

TC has agreed to send a letter to parents to advise that the event is a disco the same as previous years rather than a prom.

4. Funding for Garden

Miss Milliken has requested the support of the PC with regard to funding for garden equipment.

CS contacted B&Q to establish if there is any kind of grant/discount for school/pupil gardening projects. They have agreed to come back to CS and advise whether Community Grant funding is possible.

Miss Milliken has also established a contact at Newhouse Garden Centre where she may be able to source some of the equipment at cost.

CS suggested an amount of £500 to support the project. All members present approved the amount in principal.

5. AOB

AMcC advised this would be her last meeting as she has decided to resign from the parent council.

EJ advised that Father Taylor was delighted by the flowers purchased by the PC for the altar at the First Holy Communion masses. The PC agreed that this could be a gesture made on an annual basis.

AM raised the idea of a Parent Council Facebook page and has agreed to establish how easy it would be to set up and manage. AM will feedback her findings at the next meeting.

Date of next meeting – TBA