

# Tannochside Primary School & Nursery

## Parent Council Meeting Minutes 06/06/2022

### PC Code of Conduct

- 1 Everyone arrives on time
- 2 Phones on Mute except when speaking
- 3 Stick to agenda
- 4 No deep diving into issues
- 5 New actions reviewed at end of Meeting

AGENDA ITEM	DISCUSSION / ACTION
1.	<p><b><u>Welcome &amp; Apologies</u></b></p> <p>Attendees : CF, JT, KB, SMcG, MMcD, MS, PW, YL, KH, MB, CI, EW, SMcC, HB &amp; RMcD</p> <p>Apologies: CRF</p> <p>Short introduction to welcome 4 new members.</p>
2.	<p><b><u>Review of Previous Minutes</u></b></p> <p>No issues</p>
3.	<p>Headteachers Report</p> <ul style="list-style-type: none"> <li>- Responses are being collated for the survey that was issued to parents before Easter. Results were very positive and there were some points for improvement. Responses will be shared once collated.</li> <li>- School reports have been finalised and should be out by the end of this week.</li> <li>- Staffing numbers are reducing based on class numbers. There will be a mix up of staff/classes which will see staff moving up or down the school. There will be more composite classes this year. Mrs Harkin's and Mrs McDonald are retiring. Miss Kerr has finished on mat leave with Miss Ali is due to go off soon also. All current school staff other than Miss Gillan are staying at the school for next term.</li> <li>- PEF – High proportion of the PEF fund will be used to buy in 3 members of staff. Mrs McGregor will remain doing nurture.</li> <li>- First stage of Head Teacher interview today- Professional Dialect</li> <li>- Yearly overview will be issued at the start of the new term which will detail dates for school events such as Christmas parties, trips, assemblies etc. This will allow parents to forward plan for these events and arrange time off.</li> </ul>
4.	<p>Chair Report</p> <ul style="list-style-type: none"> <li>- Very little to report due to COVID and all meetings previously being via Zoom. Going forward Parent Council can be very active in the school again and can have more involvement.</li> </ul>

5.	<p>Treasurer Report</p> <ul style="list-style-type: none"> <li>- £842 in account once leavers has been paid. Still £50 to come of once receipt has been submitted. Books have been audited independently.</li> </ul>
6.	<p>Appoint New Parent Council</p> <ul style="list-style-type: none"> <li>- Chair <b>Joan Topping</b> - 1<sup>st</sup> by Mary McDougal &amp; 2<sup>nd</sup> by Kerry Butler</li> <li>- Vice Chair <b>Yvonne Lambie</b> - 1<sup>st</sup> by Rachel McDonald &amp; 2<sup>nd</sup> by Suzanne McGraw</li> <li>- Treasurer <b>Maryanne Stewart</b> – 1<sup>st</sup> by Kerry Butler &amp; 2<sup>nd</sup> by Michelle Brown</li> <li>- Vice Treasurer <b>Philippa Ward</b> – 1<sup>st</sup> by Yvonne Lambie &amp; 2<sup>nd</sup> by Michelle Brown</li> <li>- Secretary <b>Kerry Butler</b>- 1<sup>st</sup> by Suzanne McGraw and 2<sup>nd</sup> by Joan Topping</li> </ul> <p>Resignations from Claire Izat (Treasurer), Karen Hemple &amp; Michelle Brown due to P7 leavers. We wish them well and thank them for their support and time on the Parent Council.</p>
7.	<p>AOB</p> <ul style="list-style-type: none"> <li>- Fundraising – Parent Council can now get back into the school to do fundraising. Can now attend assemblies to do raffles etc. Discussed previous events we had to raise funds such as Ladies Nights and Race Nights and considered new events like Cinema Nights. Looking for any new ideas to fundraise. Council Grants may be an option but need a valid reason for the grant and account balance would need to be below a specific amount.</li> <li>- Discussed who new local Councillors are and we are inviting them to attend our next meeting. M Boyd, H Loughran and B McCluskey.</li> <li>- Nursery update – Back to full staff team and full hours. Extra member of staff for next term.</li> <li>- School Sports Day – Mrs Simpson organising and info will be out this week.</li> <li>- Ties for leavers – All leavers will receive a high school tie which the school are paying for.</li> <li>- School uniform – MIYO Apparel in Wishaw are currently doing 10% off school uniform</li> <li>- Sports Equipment Sponsor – Update to be provided on what is being purchased. CF will confirm.</li> <li>- School trip for lower school – Trip was changed due to the volume of pupils that would be attending. Risk assessments were completed but all risks couldn't be mitigated due to the large volume, so it was decided that it was too high risk and should be changed.</li> <li>- Spotty Dog -Investigation is ongoing due to the concerns highlighted not being actioned and the venue being on the Councils approved list.</li> <li>- Parking - Cars are being parked on the bend at the top of the school next to the parking bays. CF will ensure cones are put there to prevent this going forward.</li> <li>- Bike Racks at Nursery – Question asked whether bike racks could be installed at the front of the nursery as some children ride them to nursery and there is no safe place to leave them. CF advised request could be submitted or bikes could potentially be left in an area of the nursery garden. CF will have a think about what could be done and report back.</li> <li>- Head Teacher Interviews – CF will find out tomorrow is she is through to the next stage and interviews are being held next week. If CF is successful, the Depute job would be advertised. Currently there is a 0.5 job share in place with Mrs Gallagher and Mrs Calder performing Depute and Principal Teacher roles.</li> <li>- AGM 2023 – Discussion around when AGM should take place. All agreed to take place in August at start of new term to allow new P1 parents/carers to attend. Current members would step down from positions for these to be re-elected.</li> <li>- Parent Council to agree a date before the end of term with CF to clear out the PC cupboard.</li> </ul>

Next meeting date 29<sup>th</sup> August 2022 at 6.30pm