

Whitelees Primary School and Nursery Class

Parent Council Meeting - Minutes

15th May 2025 – 18.30



IN ATTENDANCE:

Dawn Macpherson, Emily Sands, Fiona Kerr, Deborah Brass, Aileen Lewis, Kirsty Bowman, Elaine Stewart and Eve Tennant.

Councillor Adam Smith

WPS & NC- Carol Stewart, Gioia McAuley

Apologies: Kim Bell, Sandi Rankin, Katie McGarvie, Kirsty Mackenzie and Susan Graham

Minutes agreed by: Eve Tennant

Minutes seconded by: Aileen Lewis

The meeting was held in person. The meeting was started with a warm welcome to everyone and a thank you to everyone for attending.

CHAIRPERSONS REPORT

Welcome to everyone for our last meeting of this school year.

It's been another successful year and it's great to see so many new changes to the school environment and that's down to the hard work of everyone here.

Since our last meeting in January, we have had the new playground equipment installed. The children are having a great time making use of the new area. The gratitude from the children was evident in the thank you notes we received from the classes.

We also managed to make a massive step forward and added more changes to the playground with the painting of new games. Just another way to really bring the playground area alive and give the children more activities to take part in during their break and lunchtimes. The amazingly quick turnaround of the painting is thanks to Elaine who helped co-ordinate getting quotes from you all and agreeing the date with Uniplay.

The P7 leavers hoodies were received earlier this year and again it's great to see the P7s wearing these in the last few months of their time at the school.

Could I just add while we helped to sort the hoodie orders into classes, we never knew there could be so many different variations on the colours black and blue!

The spring disco was held on Thursday 13th February and this was a great success. Children all seemed very content and pleased, their parents had voiced this – Elaine will be able to provide the financials as part of her update.

We also helped with the running of the Book Fayre held on Tuesday 25th February to assist the teachers with completing the children's wish lists. Again, we didn't realise JUST how much work goes into the ordering process of this! Hands up to our office staff!

The funds have been received from the Asda Cashpots for School initiative and I believe these funds helped with securing the painting of the playground activities – again Elaine will be able to provide the details in her financial update.

TREASURER'S REPORT

Whitelees PS Parent Council Treasurer Report January 2025

January 2025

Starting Balance - **£7,149.79**

In	Out
£1176.60 (Feb Disco, Inc float)	£200.00 (skip hire)
£748.51 (Asda)	£174.45 (Xmas 2025 and disco stock)
	£615.69 (Edging and chips for playground)
	£629.99 (Chips for playground)
	£328.95 (P7 hoodie)
	£2828.00 (Playground markings)

Total in bank to date: **£3,830.80**

Commitments already agreed

Children in need donation – Still to be paid

School trips - £600

P1 gift – Final amount to be confirmed (homework bags)

Ice cream van for sports day – payment amount unknown

February Disco

This was very popular across the full school – event ticketed at £3 and we also raised funds from the very popular pocket money stall. This was an inclusive event. As always the GIFT fund was used when needed.

Profit over all: **£703.52**

Asda cashpot

A very impressive £748.51 was raised through the Asda cashback. Massive achievement from the parent forum, family and friends and the community.

Playground

Following the successful installation of the playground equipment which has been well used by all the children, we have also managed to get playground marking done in this term which is a massive achievement. This was costly but well worth it and I am sure the kids of Whitelees will get years of enjoyment from them.

HEAD TEACHERS REPORT

Management Team Change

There has been a temporary change in the Management Team at Whitelees. Laura has been temporarily seconded to Cumbernauld Primary School as Head Teacher until the end of the term. Gioia McAuley and Carol Stewart will work together as Acting Head Teachers until the end of term. This will ensure consistency for pupils, parents and staff. Laura will return to Whitelees for primary 7 events.

Summer Trips

All class and nursery trips are now planned and organised and the children are looking forward to them.

Summer Show

Rehearsals for our Summer show are underway. The Show has been written by Miss MacKenzie this year and is called The Big Apple Adventure. Tickets are on sale through Ipayimpact.

Sports Day

Sports Day for the school and nursery will run separately this year. The nursery Sports Day is on Friday 30th May and will consist of activities which parents can support their child at. The Nursery Summer fundraiser will also take place at this event. The school Sports Day will be held on Friday 13th June.

Summer Show

Awards ceremonies are scheduled and dates have been sent to parents on our most recent Newsletter. Dawn requested that she is not asked to come up on stage to present any awards. She was reassured that nobody would be asked to come up on stage if they didn't want to.

Graduation

Nursery graduation will be held on Friday 20th June. More information will be sent nearer the time.

The P7 leavers assembly is scheduled for Tuesday 24th June. More information will be sent to parents.

All dates above have been communicated to parents in the most recent School and Nursery Newsletters and Countdown to Summer.

P7 events

The primary 7's visited Strathclyde Park in October 2024. They have held a tombola and bake sale to raise funds for their end of term party which is a visit to Innoflate on 19th June. The P7's have still to hold their carnival and Soak the 7's to raise further funds for this.

The P1 Transition is well underway. The PC will gift the children their homework bag and the school will gift them their school tie. The ties have already been purchased and received.

A new date for the former primary 7 children to come and enjoy our new play area and playground games will be arranged and communicated.

AOB

P1 transition – PC awareness of PC set up uniform, leaflets PC info given out to parents.

Parent Council aware that they will be represented at the final P1 transition session on Monday 9th June from 11.15am – 12.15pm.

School trip discussion

The PC asked for clarification of the costings for the school trips as some incurred a cost and some didn't. It was explained that between the School Fund and Parent Council each child would be funded £5 per head for their trip and any costs (transport and/or admission fees) above that would be payable by the parents.

Ice Cream Van treat

The PC will fund the ice cream treat at the school Sports Day. The nursery will be included in the treat. The van will be arranged by the PC to come from 10.45am – 12.30pm

Members notify of intention to remain or leave prior to AGM

Not discussed due to lack of members at the meeting.

NLC School Holiday Consultation

Councillor Adam Smith mentioned the NLC consultation regarding school holidays which is going to the Education and Families Committee next week. There were 23,000 responses with 104 from Whitelees Primary School - 66% of people voting to keep the holidays the same. The recommendation will be to keep them the same.

Councillor Smith also brought the NLC Walked Routes To School consultation to our attention and said the policy had been reviewed. A consultation is currently live however to date there has only been 11 responses. The PC and school will share the consultation with parents and encourage parents to respond. If routes are not suitable they will be brought up to standard, if this is not possible, buses will be reinstated. Capital funding has been set aside for this.

Constitution

Inactive members of the PC past, present and future were discussed. Paragraph 11 of the PC Constitution states:

- 1. The Parent Council will meet as often as deemed necessary but at least four times a year. If a Parent Council member acts in a way that is considered by other members to undermine the objectives of the Parent Council, their membership of the Parent Council shall be terminated if the majority of the parent members agree. Termination of membership would be confirmed in writing to the member. Likewise, if a Parent Council member fails to attend two consecutive meetings without giving apologies their membership will be terminated. Similarly, if a Parent Council member fails to play an active role in the group examples including helping at events, contributing to discussions or voting on important matters their membership will be terminated.*

It was proposed that the PC follow the constitution and everyone agreed. It was proposed that all members of the PC should sign a form at the AGM that they agree to follow the PC constitution. It was agreed that going forward as per the Constitution – a record will be kept of;

Meeting attendance

Apologies sent

Involvement in group decisions and voting.

It was also made clear that there is no judgement or shame in joining the Parent council and finding you can't dedicate the time you originally wanted to. A member can decide to step away and will be fully supported.

Frozen Friday

The PC will be selling ice lollies in the playground at 3.00pm on Friday 16th May. The school will set up 2 tables near bikes at lilac gates for this.

It was proposed that there is a handover meeting within one week of the first PC meeting.