



BARSAIL PARENT COUNCIL

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Website: <https://blogs.glowscotland.org.uk/re/barsailprimary/> Recognised by the HMRC as a Scottish Charity - SC037189

MINUTES OF PARENT COUNCIL MEETING **MONDAY 3 SEPTEMBER 2018**

PRESENT

Vikki Aitkenhead (Chair), Jill Reid, Emma Mavers, Mhairi Cochrane, Nicola Mcdermid, Gill Gooding, Lynda Kellet, Sarah Smith, Nicola Hardie, Lindsay Hosie, Jennifer Gibney, Rebecca Bulmer, Catherine Scott, Jen McKeeman

APOLOGIES

Jacqui Ferguson, Joanne McDowell, Heather Graham Stewart, Gina Watt, Vivienne Hogg, Julie McAuley

MINUTES OF PREVIOUS MEETING – Approved and seconded (Vikki Aitkenhead/Rebecca Bulmer)

CHAIRPERSONS REPORT

See attached

TREASURER'S REPORT

Balance in account - £16,571.00

Large incomings, low outgoings.

Extension from Tesco grant completion deadline – the £2k grant needs to be spent and evidence/invoices presented beginning of next year. To be spent on four games / picnic benches to be sited at the front of the school for use with outdoor classroom.

INDEPENDENT EXAMINER

Appointment of independent examiner to verify the PC accounts – Kimberley Clark.

Accounts are pretty much ready for independent verification apart from two outstanding invoices for council lets.

Verified accounts are submitted to OSCAR annually. This needs to be done by April 2019.

ELECTION OF NEW COMMITTEE MEMBERS for 2018/2019

Chair – Vikki Aitkenhead(Proposed Nicola McD/seconded Sarah)

Vice chair – Rebecca Bulmer (Vikki/Nicola McD)

Treasurer – Nicola McDermid (Sarah/Nicola H)

Vice Treasurer – Sarah Smith (Vikki/Emma)

Secretary – Nicola Hardie (Vikki/Nicola McD)

Vice Secretary – Jen McKeeman (Vikki/Nicola McD)

PC Liaison – Catherine Scott (Vikki/Nicola McD)

Sports Liaison – Joanne McDowell (Sarah/Rebecca)

Grant Fundraiser – Lindsay Hosie (Vikki/Rebecca)

Co-opted committee members – Emma Mavers, Mhairi Cochrane, Lynda Kellet, Jennifer Gibney, Gill Gooding

Committee members – Vivienne Hogg, Heather Stewart, Jacqui Ferguson, Gina Watt, Jill Reid (all proposed and seconded).

FIRE WARDENS

Requirement of letting procedure is that the committee provide a list of names of those who will act as fire wardens on behalf of the parent council

Volunteers put forward – Jennifer McKeeman, Jill Reid, Sarah Smith, Nicola McDermid, Vikki Aitkenhead, Rebecca Bulmer, Nicola Hardie

HEADTEACHER'S REPORT

Thanks to the Parent Council for all of their efforts/fundraising for the previous session.

Looking forward to upgrade of the front entrance and the development of the outdoor classroom.

Had a settled and well organised start to session.

Retained all staff.

Curriculum development already started.

Had visits from other schools.

Existing house system has been in place for a few years so have introduced 12 house tutor groups. Each house group has their own teacher appointed for pastoral care. The new school values will be incorporated into these groups. These groups will meet on Fridays for 45 minutes

Play pedagogy – huge investment in both training and supplies. Confident it will work. Already in place in Primary 1 and filtering into Primary 2. Helps transition from nursery to school.

Playhouse has been damaged continuously since being installed. The instances have been shared with community police. One instance – ex pupil – parents have made him do “community service” with the school. Family have offered to fix the damage

Mrs Mavers would like the playhouse to remain – Parent Council agree that it should stay

Suggested that before and after pictures should be posted to advise the community

Wish list was provided by the school – new smart boards, headphones, new rugs for reading time, picture books, library furniture, portable cloakrooms, buses for school trips, gardening supplies for inner quadrangle.

Personal announcement – Mrs Mavers is pregnant. Maternity leave start at Christmas, returning October 2019. Already planned her 10 “keeping in touch” days. Unsure who the acting head will be – this will be confirmed shortly.

GRANT PROJECTS

3 separate grants have been awarded – Tesco £2,000 – for purchase of four games/picnic benches to be installed by the front entrance. Marianne Kirkwood is still involved with liaising with Tesco and has requested an extension for use of funds until early next year. Kim Clark, Nicola McD and Mrs Mavers met with Bridgewater in hope they can help with groundworks. Update from Bridgewater is awaited.

LAC - £7000- extension to trim trail, buddy bench. Joanne is liaising with Sovereign and has negotiated an excellent discount for additional trim trail and playground items. An order will be placed shortly.

ASDA – £200 to be used for cooking/gardening?

DONATIONS

The group discussed the ‘standard donations’ given by the PC each year to be rounded up to £2500 – the group voted and unanimously agreed that donations will be for P1-P3 Christmas gifts (books), one school buses per class for school trips, P7 leavers gift (likely to be hoodies again), and an increased donation of leavers dance to £350 (increased from £250).

Group also agreed to give a discreet donation to the school for help families for Loch Insh trip. This amount will be discussed and agreed around Christmas, once any shortfall of Loch Insh fees has been identified.

PC also agreed to help organise the P& leavers dance in June.

AOCB

Disco – will be arranged for 1st November. Colin McKeeman has offered to DJ, Jacqui Ferguson has again offered to arrange disco.

Fundraising event to be arranged by Jen & Colin McKeeman

Sponsored event with kids sometime in new year

Christmas cards – to be led by Sarah Smith and Lynda Kellett. Planning for this fundraiser has already begun.

Christmas Fayre – date of Thursday 6th December confirmed. Sub-committee for fayre and secret room will be Rebecca, Nicola McD, Sarah, Mrs Gibney, Jill Reid who volunteered.

DATE OF NEXT MEETING

Monday 1st October, 7pm – in school staff room.

Date of future meetings:

Tuesday 6th November, 7pm

Monday 3rd December, 7pm

Monday 4th February, 7pm

Monday 4th March, 7pm

Monday 29th April, 7pm

Monday 3rd June, 7pm

Chairpersons AGM Report 2017-2018

- It has been a very busy and successful year, and a fantastic team effort from committee members. I would like to thank the retiring committee for all their hard work and dedication over the past school year. It has made my job as chairperson very fulfilling.
- Fundraising for 2017/2018 session included:
 - Smarties tube fundraiser (children are provided with tubes of smarties and they eat the smarties and in return, fill the tube with change. This raised £435)
 - Annual Christmas fayre raised £3,000
 - Secret Room is a small 'shop' set up by Parent Council. Gifts are purchased by the PC, wrapped and sold for £2 for item to children, who write their own labels. We sold over 800 gifts and raised £750 raised – the secret room continues to grow in popularity each year.
 - We decided to try producing Christmas cards again (designed individually by children, and parents could purchase Christmas cards, gift tags, mugs, tea towels and other) £800 raised – very successful.
 - PC organised two school discos – discos are not a fundraiser, and are run purely for the children's enjoyment. However, there were lessons learned from last disco, as not enough PC committee members helped on the night.
 - Social night was planned in March 2017 – sadly, it was cancelled at last minute due to snow (which closed the community centre). Only non-recoverable cost related to the Alcohol license fee.
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- Grants – hugely successful last year. Marianne Kirkwood (retiring committee member) applied for the following grants:
 - Flightpath fund (Glasgow Airport) – unsuccessful, very competitive
 - Tesco Bags of Help Fund - £2,000
 - Big Lottery Grant – unsuccessful, very competitive

- Aldi Scottish Sport Fund – unsuccessful, very competitive
- Greggs Foundation – Unsuccessful, very competitive
- Community Project Persimmons - unsuccessful
- Asda Green Token Project - £200 (cheque to be banked)
- Co-Op Football Strips – unsuccessful
- National Book Token – unsuccessful
- Silverburn – unsuccessful
- Subway grant - unsuccessful
- Clydesdale Bank Spirit of the Community - unsuccessful
- Local Area Committee Funding - £7,167
- Grants awarded to Barsail Parent Council for 2017/2018 session was £9,167
 - Reason for increased success – largely attributed to increased effort in finding grants and submitting applications. We also had clear aims (to purchase outdoor equipment) which seemed popular with grant donors.
- Sports Committee - PC representative Joanne McDowell
 - Joanne helped facilitate extra swimming lessons for P6 (originally 2 lessons, but due to Burns Supper fundraising by P6, this increased to 6 lessons)
 - Facilitated trips for all year groups to a sporting event
 - Numerous visitors to school with focus on female involvement in sport.
- Other items with PC involvement
 - Defibrillator donation
 - Container painting by Steve Blackmore
 - Play house installation
 - Issues discussed at PC Liaison Meeting with Renfrewshire Council include school lunch quality and the use of schools as polling stations.
 - Input to Head teach on items including:
 - Scottish National Standardised Assessments (SNSA)
 - PC representation at both Depute Head and Principal Teacher interviews
 - Behaviour Policy
 - Parental Engagement questionnaires
- Governance Issues addressed this year included:
 - Reviewed constitution – ensure it is fit for purpose
 - GDPR email address set up, and data protection policy put in place
 - Secure spreadsheet maintained with contact details of committee members
 - Child Protection Policy formally adopted and used at school disco (all helpers must sign the policy)
 - Fairness and equality policy also implemented
 - Electronic banking was approved and debit card has now been obtained – still issued to resolve regarding making on-line payments to be resolved by Treasurer.