**St James’ Primary School**

**Minutes of Parent Council Meeting**

**23rd August 2016**

**Present**

Anne McCabe

Suzanne McKellar

Jennifer Kerr

Jen Walsh

Rebecca Roland

Liz Gardener

Andrew Ward

Agnieszka Matyszak

Nicola McFadyen

Lyndie Gibson

Mr Retson (Acting Head Teacher)

Mrs McKay (Acting Principal Teacher)

Everyone introduced himself or herself and new members were welcomed.

**Head Teacher Report**

Mr Retson informed the meeting about the progress of the building works. Staff lost 2 in service days setting up the school, these days would normally be used for training. Measures have been put in place to make this time up and to minimise distribution during the next move.

Mrs McKay will be setting up a new behaviour system called Bounce Back.

Mr Retson discussed the various items including the school improvement plan, new systems and improvements for the coming year.

The meeting was informed that the Head Teacher interviews have been scheduled for Tuesday 30th August and that 4 candidates will be interviewed. Two members of the parent council will be on the interview panel to represent the parents.

Mr Retson consulted the parent council about the residential trip to determine whether parents would prefer this to happen every 2 years with p6 and p7 children from both schools or yearly with only P7 children. The meeting agreed that yearly with Primary 7 would be the preferred option.

Mr Retson informed the parent council about the Innovation fund, there are grants of up to £10,000 available and Mr Retson welcomed ideas that would help families, help raise attainment and be sustainable.

The one year anniversary of Miss Kennedy’s death is approaching. The school are going to send flowers to the Kennedy family from the staff and children, the parent council will also send flowers, (Suzanne will organise)

Mr Retson reminded the parents that the spelling of the school’s name had changed. This was news to the parent council and were disappointed that they had not been consulted on the changes. Mr Retson was under the impression that they had been consulted throughout the process however this was not the case.

**Report on last year’s activities**

Suzanne presented a report regarding last year’s activities. (attached)

**Accounts from Treasurer**Anne presented the draft accounts to the meeting (attached)

**Appointment of individual to review annual Accounts**

Anne informed the meeting that Carolyn Stewart would be asked to review the accounts

**Positions within Parent Council**

The meeting agreed for Anne McCabe to be Chair, Jen Walsh to be vice chair and Suzanne McKellar to be Treasurer. The role of secretary is vacant at present.

**Ideas for future events**

Time ran out in the meeting therefore there was not enough time to discuss this item in detail. This will be discussed in the next meeting.

Agreed to hold our first event, the Halloween disco on Wednesday 26th October. Due to the increased size of the school, it was agreed to trial this event as a St James’ only event. Andrew Ward suggested the venue of Mossvale Community Church, he will look into prices and availability.

**Dates of Future Meeting:**

Tuesday 4th October at 5.30pm

Tuesday 15th November at 5.30pm

Tuesday 10th January at 5.30pm

Tuesday 21st February at 5.30pm

Tuesday 28th March at 5.30pm

Tuesday 9th May at 5.30pm

Tuesday 20th June at 5.30pm