



## St Ninian's Parent Teacher Council Minutes

20<sup>th</sup> September 2022

Agenda	Detail	Decision/Action
<p><b>1. Welcome &amp; Introductions</b></p> <p>The Chair welcomes everyone to the meeting.</p>	<p>Angela Cassells, Chair            Siobhan Cameron, Vice Chair            Erika Robertson, Treasurer            Teresa James, Parent            Steff Flynn, Parent            Catriona Maguire, Parent            Edel Wright, Parent            Lynsey May, Parent            Nicci Vance, Parent            Jacqueline McPeake, Head Teacher            Nicola McNicol, Depute Head Teacher</p>	
<p><b>2. Apologies</b></p>	<p>Claire McGhee, Treasurer            Catriona Leavy, Parent            Emma Hastings, Parent            Stephanie Nixon, Parent            Heather Mitchell, Parent            Alex Kavanagh, Parent            Joanne Kennedy, Parent            Marie Lynch, Parent            Beth Forson, Parent</p>	<p><b>Congratulations to our Treasurer, Claire, on the birth of her beautiful baby boy.</b></p>
<p><b>3. Approval of previous minutes including matters arising</b></p>		<p>Minutes agreed as an accurate record.</p>
<p><b>4. Treasurers' Financial report</b></p>	<p>Issue with the bank account was resolved through the complaints process. All office bearers are now registered signatories with the bank.</p> <p>A spreadsheet is now readily available in order to report on income/expenditure and provide the current bank balance. Current balance is £2,590.15.</p>	

	It was discovered that there is a duplicate bank account which is from many, many years ago. Difficult to resolve as we do not know who the signatories are.	Angela to liaise with the bank in an attempt to resolve this issue.
<b>5. Update on Insurance &amp; Banking</b>	£122 is required to be paid to ensure cover until July 31 <sup>st</sup> , 2023.	Angela is currently contacting the insurance company.
<b>6. Office Bearer – Secretary Position</b>	A new volunteer secretary is attending the next meeting.  Minutes will be in draft until approved at the next meeting. Minutes can be shared with the Parent Forum in advance of them being approved, so long as they are marked DRAFT.	The Chair & Vice Chair will alternate the role of Secretary in the meantime.
<b>7. School Improvement Plan (SIP)</b>	Jackie presented information on each aspect of the school improvement plan.  The school are keen to promote parental involvement and engagement. If any parents have skills they would be happy to share, particularly for Masterclasses which will take place on a Friday, please contact the school.  The school are reviewing their positive behaviour policy and will be seeking parental views in the near future.	
<b>8. Parent Voice</b>	The group were asked to provide feedback on what has gone well in relation to the new campus and provide any suggestions for improvement.	
<b>9. Wish List</b>	At the request of the Parent Council, Jackie presented a wish list of items for the children.  The Parent Council are happy to support all requests. The first request is for hoodies for all P7s which will be paid for by the Parent Council	Money to be transferred for P7 hoodies to the school by Erika.
<b>10. Parent Council Calendar</b>	A Parent Council Calendar will be produced and sent to all parents via Xpressions, displayed on the school website and put on the PTC Facebook Page. Events for the forthcoming year were agreed alongside dates of meetings.	Angela to create.  <b>Halloween Disco and Party</b> Led by Siobhan Cameron and Edel Wright

	<p>There are two separate opportunities for parents to engage in supporting the school through Parent Council activities.</p> <p>Those who wish to be members of the Parent Council attend all or almost all of the meetings.</p> <p>An alternative is that two members of the Parent Council will lead each event or fundraising idea and parents who wish to support will be able to form a short-life group with them. This is to take into account family circumstances and commitments, making it easy for parents to volunteer to help even once per year, which would be a huge help.</p> <p>We encourage parents and carers to contact us to volunteer to help at an event throughout the year. Our email address is: <a href="mailto:stninianspc@yahoo.com">stninianspc@yahoo.com</a>.</p>	<p><b>Family Bingo Night</b> Led by Nicola McNicol and Nicci Vance</p> <p><b>Christmas Fayre</b> ALL HANDS ON DECK!</p> <p><b>Christmas Movie Night</b> Led by Jackie McPeake and supported by Parent Council</p> <p><b>Easter Extravaganza</b> ALL HANDS ON DECK!</p> <p><b>Race Night</b> TBC</p> <p><b>St. Ninian's Calendar</b> Led by Jackie McPeake and Lynsey May</p> <p><b>200 Club</b> Led by Angela Cassells, Lynsey May &amp; Erika Robertson</p>
<p><b>11. Easy Fundraising</b></p>	<p>The Parent Council would like to raise as much funds as possible for the children. For example, we would like to support children by contributing to the pantomime trip at Christmas and reducing the cost for families.</p> <p>Easy Fundraising is a simple way for all parents, family members and friends to help us. You can raise FREE donations for St. Ninian's Primary School Parent Council EVERY time you shop online. Over 7,000 brands will donate, including all the big names like John Lewis &amp; Partners, BT, Expedia, Argos, ASOS, Just Eat, Uswitch and many more!</p> <p>Please support the school: <a href="http://www.easyfundraising.org.uk">www.easyfundraising.org.uk</a> and search for St. Ninian's Primary School Parent Council.</p>	<p>Angela to manage and promote the easy fundraising site.</p> <p>Any funds made are paid directly into the Parent Council bank account.</p>

