

# Clovenfords Parent Council

## Minutes of the Meeting

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|-----------------|--------------------------|
| <b>Date</b>     | <b>12 September 2023</b> |
| <b>Location</b> | <b>School</b>            |

| <b>1.</b> | <b>Attendance</b>  | <b>Action</b> |
|-----------|--|---------------|
|           | <p>Committee: Katie Finlay, Ashley Sharp, Isla Young<br/>School: Miss Skinner, Mrs Davie and Mrs Saxon</p> <p>Alison Lowrie, Louise Carrie, Lena Hadwiger, Dave Forrester, Leanne Wilson, Linsey Carpenter, Pollyanna C X Leaver, Fiona Bayne, Lynn Bertram, Karen Seaton, Sam Kellock</p>   |               |
| <b>2.</b> | <b>Apologies Received</b>  |               |
|           | Julie Decoteau, Joe Patterson, Maggie Largey.  |               |
| <b>3.</b> | <b>Approval of previous minutes</b>  |               |
|           | No changes needed, approved.   |               |
| <b>4.</b> | <b>Matters arising from previous minutes</b>   |               |
|           | None, all progressed.  |               |
| <b>5.</b> | <b>Chairperson's Report</b>  |               |
|           | <ul style="list-style-type: none"> <li>Review of Constitution, achievements from previous year, and plans for this school year – see presentation for reference.</li> </ul>  | KF            |
| <b>6.</b> | <b>Financial Report</b>  |               |
|           | <ul style="list-style-type: none"> <li>£3,097 in the bank.</li> <li>£400 is ring-fenced for outdoor learning from ASDA grant.</li> <li>Fundraising activities brought in the majority of income.</li> <li>£88 in donations from Clothingfords.</li> <li>Biggest expenditure was the greenhouse and benches, which was covered by Julie's Kitchen funding.</li> <li>In a strong financial position for start of the year</li> <li>Easy Fundraising – encourage parents and grandparents to sign up as it is a way to raise 'free' money.</li> <li>Darren Miller appointed to check accounts again this FY.</li> <li>To see details of income and expenditure, please get in touch.</li> </ul> | IY            |
| <b>7.</b> | <b>Appointment of PC Committee and Office Bearers</b>  |               |
|           | <ul style="list-style-type: none"> <li>Katie Finlay remains as PC Chair – no new nominations received. Agreed by those present.</li> </ul>   | KF            |

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|           | <ul style="list-style-type: none"> <li>• Isla Young remains as Treasurer – no new nominations received. Agreed by those present.</li> <li>• Ashley Sharp to stay on as Co-Secretary; looking for another person for Co-Secretary.</li> <li>• Class Reps: <ul style="list-style-type: none"> <li>○ ELC 3 and 4 – put call out for volunteers</li> <li>○ P1 – put call out for volunteer</li> <li>○ P2 – Alison Lowrie</li> <li>○ P3 – Fiona Bayne</li> <li>○ P4 – put call out for volunteer</li> <li>○ P5 – Linsey Carpenter</li> <li>○ P6 – Sam Kellock</li> <li>○ P7 – Leanne Wilson</li> </ul> </li> </ul>   |    |
| <b>8.</b> | <b>Headteacher Update</b>   |    |
|           | <p>PC is key part of school life and all children benefit from the support.</p> <p>Showbie</p> <ul style="list-style-type: none"> <li>• launched last year and making improvements this year</li> <li>• added children’s Portfolio for more significant posts with teacher comments</li> <li>• added Achievements folder</li> <li>• parents can contribute to Showbie by emailing out-of-school achievements for posting to teachers and include photo/comments</li> </ul> <p>Maths Tutor online programme</p> <ul style="list-style-type: none"> <li>• also launched last year</li> <li>• includes diagnostics to determine where children need more support for learning</li> </ul> <p>Focus from last year and for this school year:</p> <ul style="list-style-type: none"> <li>• continue improving how to utilise additional maths learning resources that School invested in last year</li> <li>• continue Phonics programme – 86% of students improved spelling over last school year</li> <li>• reading for enjoyment – every classroom has a reading corner and continue to promote reading for pleasure</li> <li>• iPad learning – P4-P7 students all have headphones and pens to support iPad learning; P1-P3 have additional headphones and pens for shared iPads</li> <li>• outdoor learning and gardening is still focus</li> </ul> <p>Health and Wellbeing</p> <ul style="list-style-type: none"> <li>• vision statement was remade with child-friendly language and children understand this</li> </ul> | AS |

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|            | <ul style="list-style-type: none"> <li>• zones of regulation becoming more embedded across school and children do use iPads to record feelings and comments discreetly</li> <li>• blue classroom is available for some additional</li> <li>• Nurture Groups continuing and PEF funding for the Nurture Teacher on Friday mornings</li> </ul> <p>Donations from Jim Murray</p> <ul style="list-style-type: none"> <li>• was involved by donating plants to sell at May Fair and students made +£100</li> <li>• visited the school and saw the gardening and outdoor learning projects</li> <li>• donated £500 to school to go towards the covered classroom</li> <li>• need to decide how to recognise him and share story with the students</li> </ul> <p>Children are settling in well and School is very excited for the year!</p> |                                    |
| <b>9.</b>  | <b>Halloween Disco Sub-Committee</b>   |                                    |
|            | <ul style="list-style-type: none"> <li>• Alison Lowrie is leading on the event.</li> <li>• Bojangles Disco cannot do the original proposed date of 27<sup>th</sup> October, but could do 30<sup>th</sup> October.</li> <li>• Alison will communicate with School and subcommittee re other dates and ideas for alternative disco plans.</li> <li>• Sam Kellock will check with her brother re using his equipment, as an alternative to hiring a company.</li> </ul>   | AL<br>SK                           |
| <b>10.</b> | <b>P7 Leavers Hoodies Funding</b>  |                                    |
|            | <ul style="list-style-type: none"> <li>• Historically P7s would do a bag pack or other fundraising activity to pay for hoodies.</li> <li>• Cost is going up – it is around £450 per year.</li> <li>• ASDA is booked for 25<sup>th</sup> November if they decide to use it – they can decide how they want to raise funds.</li> <li>• If they raise more than is needed, money can go towards other activities; if they don't raise enough to cover, PC will fund the difference.</li> <li>• Hoodies due to be presented at the Burns Supper in January.</li> <li>• Leanne and P7 to decide company and order.</li> </ul>   | LW and school<br><br>LW and school |
| <b>11.</b> | <b>AOCB</b>  |                                    |
|            | <ul style="list-style-type: none"> <li>• Discuss Facebook and if the School would benefit from having a page.</li> <li>• Showbie – School is organising a Q&amp;A with Showbie and FAQ sheets to support (e.g., with how to manage notifications).</li> </ul>  | AS                                 |

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|            | <ul style="list-style-type: none"> <li>Leanne mentioned including on event adverts what the funds raised will go towards; Katie also mentioned that we need parents to feedback what they want for the School and children so that we can make that more clear.</li> </ul> | KF |
| <b>12.</b> | <b>Date of next meeting</b>  |    |
|            | <ul style="list-style-type: none"> <li>Katie will organise a Christmas event (1<sup>st</sup> December) sub-committee meeting.</li> <li>Monday 23<sup>rd</sup> October, 6:30pm for PC meeting on Teams.</li> </ul>  | KF |