**Draft minutes for Dunrossness Primary School Parent Council AGM meeting**

**Wednesday 15th September Via Zoom**

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|  |  | **Actions** |
| **Meeting start:** | 7pm |  |
| **Present:** | Gemma McClelland (Chair),  Sharon Waddell (Treasurer)  Kathryn Lomax (Vice Chair),  Alice Ritch, Kate Allan, Catherine Puxley , Jolene Johnson, Deepa Shah, Jillian Mouat, Michaela Leask, Pamela Reeve,  Andrea Henderson (Head teacher)  Brenda Smith (Teacher Rep)  George Smith – (Councillor)  Emma Mylett (Clarke) |  |
| **Apologies:** |  |  |
| **Minutes from last meeting** | Approved by  Seconded by |  |
| **Finances** Report | Balance as of 15.09.21 £2785.25.  Cheque given to school £150 for the mud suits and £200 for the NOOSC, which has not been cashed, Cheque to be reissued.  Book sales have brought in a massive £843.50p  See attached Report. | Sharon to reissue the NOOSC cheque |
| **Head Teacher** **Report** | **Andrea discussed the following:** See attached Report  This has been an unsettled period for our learners, their families, the staff and the wider school community. The resilience shown has been incredible and seeing a little more ‘normality’ in school is wonderful! |  |
| **Chair Report** | **Gemma discussed the following** - See attached Document covering the Chairs report of the success of recent activities and future planned. |  |
| **AGM** | **Constitution –**  Cheryl Geldenhuys stepped down.  Welcome new members Jillian Mouat, Michaela and Pamela  No Changes to the structure of the constitution, everyone is happy to carry on their roles within the Parent Council. |  |
| **Matters Arising:** | Most classes are covered in terms of PG per class, with the exception of P5.  Try and recruit a parent- preferably a dad as the PC mostly comprises of Mums.  **Traffic Speed outside school-** Concerns regarding speed of vehicles travelling down the main road outside school.  **Red Up 22 June -** was a success. Next date to be confirmed.  **Community area-** signs of vandalism, Pupil council to be involved in message to be sent out regarding this.  **School Meals** - seem to be a concern from some parents, Too much choice. Andrea said this was not within her control, as the kitchen is run by SIC and school Cooks.  **Community/Action days-** Build a base of volunteer skills, build a resource pile. This will be a weekend during this HT.  **Uniform/Logo**  Look at new uniform logo design. New logo is going to be a competition – no longer has to be the lighthouse can take it where pupils want: puffin, croft house etc.  This will take all year and it won’t be till next year a new look uniform comes out, old ones can still be worn.  **Upcoming Parents Evening –** Online appointments will be issued  **Playground** - Jillian Moat had said how happy she was that Eric had learned a lot through interaction with the older children in the playground.  New playground equipment to be sourced. Andrea said Volunteers are welcome to come to the school at the weekends.  **House teams** – parents don’t know much about the rewards system. | Andrea will contact the authorities regarding this issue and see what steps can be taken to slow the traffic down.  Kate to create a survey to gather parent opinions and concerns  PC to have a meeting with Donna and Neil, Date Tbc  PC are looking at things to do ASAP and Andrea to talk to Pupil Council to finalise their wish list.  Andrea to speak to pupil council & finalise a realistic list of shipment.  PC contact local people who could help & suggest resources.  Pupil Council are going to make a video/poster to explain what it is and how it works |
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| **~~F~~undraising ideas** | **Children’s toys and clothes swap** – date and venue to be confirmed, hopefully restrictions will ease and would be able to get parents into school. | Collect items in foe the sale |
| **~~Events~~** |  |  |
| **AOCB** | Kate Allan PC to connect more in learning, More parental/ Community involvement PC needed to be more strategic and not just responsive. Set a 12month plan which would set goals which allows understanding our fundraising needs to the year, how the money is spent. But also step up how we support parents and the school ie. More guidance leaflets, better links with new families and welcoming and supporting new parents settling into the school. Lastly building better connections between school, families and the local community. |  |
| **Dates of next meeting**: | **PC office bearers are meeting with Helen Budge + Robin** - to discuss the impact of going down to 4 teachers on Monday 27th Sept.  **PC are meeting on** - Tues 28th Sept for a target meeting to discuss action plan for the year and sub groups. | PC sending out a quick form/qs to staff, pupils and parents to feedback with. |
| **Meeting end** | 9.00pm |  |