



## **Parent Council Minutes Tuesday 4<sup>th</sup> September 2018**

**Present:** Scott Clark (SC), Myra McCleneghen (MMC), Claire Fox (CF), Elaine Ferguson (EF), Corrie Reiss (CR), Caroline Sneddon (CS), Rachael Miller (RM), Freya Kennedy (FK), Rita Cowan (RC), Pamela Shearer (PS), Sheila Moore (SM), Councillor John Ross (JR), Councillor Joe Lowe (JL), Councillor Lynn Naylor (LN).

**Apologies:** Caroline Sneddon, Steven Lennox

### **Previous minutes approved**

Before the meeting the PC and the PTA met briefly to agree that from now on the PTA will become a sub committee of the parents council to allow both groups to the use free lets effectively. Future meetings will be at 6.30 for a 6.45pm start on the first Tuesday of the month with some minor alterations to this due to holidays or events.

EF welcomed everyone and there was a brief introduction session due to new members attending. Review of previous minutes, EF followed up on confirming with JR that there would be 13 or 14 classes for this year. As things stand SC confirmed that there are 13 classes and many of the years are at capacity. There was discussion with JR about how the new build houses at Brackenhill Park and Hightstonehall would filter into the school before the next school year as they are now filling with families as they are being built. JR is going to check the catchment area for the houses being built at Hightstonehall.

Minutes from last meeting approved.

### **HEAD TEACHERS REPORT**

Staffing: Mrs Mackie is on long term sick and is not expected back at school for a considerable period. V.Mcphee was able to start the year as cover for Mrs Mackie so minimal disruption to Mrs Mackies class. Miss Collette Watson is taking up the role of 2nd permanent deputy at the school. The SLC offer team need to move to offer to negotiate a start date. SC has JR to chase this up as a matter of urgency as hopefully Miss Watson is proposed to start 1st October if this can be dealt with quickly.

Budget: SC produced a budget spreadsheet and proceeded to outline all funding that he has control of within the school outwith things like salaries, pensions etc. SC is going to use these spreadsheets at future meetings to track spending and show the PC where money is being spent and where excess is being funnelled back into the school for example CPD training and travel have unused money which will then go into the school

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funds. Parent council have an allocation of £45 for paying for minutes being taken. To confirm with CS that this money wasn't going to be claimed by her and therefore filed across to school funds.

School Fund: separate from the budget, current balance of £19,000. Process of starting a school fund committee to allocate use of the school fund. The school fund is separate from the fundraising done by the PTA but they can make donations to it.

#### PEF

SC confirmed that the PEF allowed for special circumstances due to new head teacher etc and permitted a carry forward of last years PEF surplus of £42,182. PEF for this year is then £69,000 and the surplus from last year. SC provided a comprehensive breakdown of the use of the PEF which includes funding 1 teacher to lead PEF in the school, an additional ASN to support PEF pupils, 4 additional single

day teachers coming into the school to target children needing support, reading resources, and ICT resources. This is a total commitment of £94,742.22 so additional funds available to be spent through the year.

Councillors left meeting at this point due to additional commitments

Attainment data: SC provided date of how the reading, writing, language and talking and numeracy are currently being monitored at P1, P4 and P7. Now data is being collected at every year with additional support for teachers doing the assessment. All results except P7 writing currently higher than national level but this was not on attainment until this year, it is now on the improvement plan with aim to increase by at least 5%. SC will update every 2 or 3 meetings

Standards and Quality: the standards and quality report has now been fully published on the school website, not a lot done last year due to head teacher restructure but parent and child feedback has left 3 broad aims...curriculum, partnerships and raising attainment. PC members to download, read and we will discuss at next meeting.

Building update: Extension completion date currently august 2019, inform parents to wait for school updates on the work and nursery intake etc.

#### TREASURERS REPORT

As the PTA is going to become a sub committee of the parents council it was agreed that the parents council will not require a separate bank account or treasurer. The bank account is still in EF name so FK is going to return cheque books and the account will be cleared and then closed.

#### NEXT MEETING

Next meeting 1<sup>st</sup> October at 6.30  
also agreed future meetings 20<sup>th</sup> November as AGM, SC asked EF to put a note in local press about AGM 4<sup>th</sup> feb. Also agreed that due to PTA movie night march 5th the PC will meet during the school disco on March 21st

EF thanked everyone for their attendance and closed the meeting.

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