



Minutes of Meeting held 20th September 2018

Agenda Items:

1. Welcome and Apologies
2. Approval of Minutes from previous meeting (24th May 2018)
3. Actions from previous minutes
4. Treasurers Update
5. Head-Teacher Update
6. Fundraising Group Update
7. Orchard Planning 2018/19
8. Travel Plan
9. Correspondence
10. AOB
11. Dates of Future Meetings

1. Welcome & Apologies

Present:

| | |
|------------------------------|--------------------------|
| Emma Carter (Secretary) | Helen McLean (Chair) |
| David Williams (Treasurer) | Lorraine Slabbert (Head) |
| Shirley Gallivan (Depute) | Andrew Buchanan (member) |
| Joanna Falconer (Vice-Chair) | Ruth Allan (Depute) |
| Alison Webster (member) | Kirstin Rodger (Member) |
| Morag Sorbie (member) | Anneli Spence (Member) |
| Mairi Sweeney | Julie Jones |

Apologies:

| | |
|-----------------|--------------|
| Susan Henderson | Lucy Hawkins |
| Susan Morris | |

2. Approval of Minutes: Approved.

3. Actions from Previous Minutes:

- **Online bank account update:** Banked admitted an issue but has now been resolved. We can now take a photo of cheque and send via the app without having to go to the bank. Max on-

line payment will be set to £500 with over £500 being paid by cheque with two signatories. Bank have now also said we can use the “safe” facility. This will allow monies to be placed in the safe and counted by them without a representative of the DPS PC being there.

- **Gazebos:** Received and used for the Fete. Was the refund received for the difference?
Lorraine to double check.
- **Constitution discussion / review:** Constitution reviewed and approved. This was adopted in June 2018 and notification sent to all. However, an amendment is required with respect to the On-Line banking. **Emma to progress.**
- **The Cost of a School Day Policy:** Around 8 parents have volunteer to help write the policy. The first meeting will be held Thursday 27th September @ 7pm . This will also be shared with the citizen group for their thoughts.
- **Project Playground:** Another tidy up (pruning / cutting back) is required and it was thought it could be tied in with the Nursery Busy Bee event which is being held on the Saturday 6th October 10-12noon. Discussions around the table suggested that this isn't the best time for most parents so Shirley to look at change the time next year. Date has now been set as Sunday 28th October from 1-3pm. A Parentmail to be sent out. Helen suggested a “job list” was generated but Shirley thought it might be better just asking people to turn up and then being allocated an area. Disposal of the garden waste was also discussed. Joanna to speak to Blair re using his trailer and taking it to the tip.

Anneli highlighted the fact that the general bins bring down the tone of the entrance as these are visible as soon as you walk to the main door due to them being sited behind the nursery and outside the kitchen. Lorraine explained that they need to be there for the Refuse collection lorries to be able to access.

- **Twitter Account:** Morag has volunteered to become an administrator to aid in the communication.
- **GDPR:** Data Protection Policy has been agreed. To be forwarded to Ruth for inclusion on the website.
- **Chrome Books:** All now working and being used in all classes.
- **Toilet facilities and toilet guidance for P1:** No reoccurrences of the issues highlighted at the last meeting.
- **Repainting of Playground Murals:** Since the last meeting Shirley has spoken to Sally Kennedy and Louise Ciccu about what their memories where of the raised murals but neither remembered anything.

Shirley suggested local companies coming in as part of work in the community. Companies such as RBS and Prudential were suggested.

Helen asked if there was a citizen group that could generate designs for the playground and to write letters to the companies.

Alison asked “what did people actual want”. There is a huge space and Lorraine stated that there is equipment but the idea is to mainly brighten the areas up.

The monkey bars were also raised. Ruth stated that they were rotten so needed to be taken down. Lorraine said that anything like this would need to come out of the school budget which is really tight. Ann-Marie Sinclair to be asked if she could look at grants for this. Shirley to contact Ann-Marie.

4. **Treasurer / Finance Report:** See AGM Minutes for 2017/2018 accounts. Balance as of 29/08/2018 is £9639.31.
5. **Head-Teacher’s Update:** See Appendix I. In addition a discussion followed regarding developments due to budget cuts in the authority and that it would be helpful that when decisions and changes are made that we have a Council representative at a Parent Council meeting to give an overview. **Action:** Lorraine to ask if someone could attend to a future meeting.

Lorraine spoke about attainment for children. One of the ways of doing this is to support staff with materials. The school has invested in this heavily already but what they have found already is that children are progressing at a faster pace than first expected. In order to raise the attainment levels in numeracy and literacy the school would like to get some support if possible from the PC in order to aid in the up-skilling of the staff and resourcing the school. Lorraine put a plea in for £4,000 to get the learning across the board immediately instead of staged. David asked if the money requested was a minimum or what was required to get exactly what the school needed and if there was an ongoing cost. The request for initial investment alongside the school investment initially will allow the school to then embed the annual cost into their school budget

Morag asked if there was a “wish list”. Alison and Joanna also mentioned that this could impact on other “wants” ie. extra chrome books, outdoor learning etc. Lorraine stated that they would meet with the teachers to gain their “wish lists”. These would be brought to future PC meetings for discussion.

Helen asked what would happen if the PC couldn’t help. Lorraine said that these are supplementary materials, but it could mean that it would impact on the consistency of teaching / learning across the school. Lorraine also stated that whilst the Council have given the school money, the money gained from the PC would ensure the pace for the earning was increased and rolled out across the school in a timeous manner rather than being staged as is hoped to have the most impact.

Agreement given by the PC to give the school £4,000.

Other requests which were made:

Pantomime: £900 – sanctioned. The School are to let us know when payment is required.

Class Floats: £900 – to be decided upon at the next meeting following the Halloween event.

6. **Fundraising Group Update:** See AGM Minutes. In addition, there is a parent who has suggested that RBS have a scheme at the moment where they will do match funding. Morag to follow-up and feedback. A parent mail to be sent out asking if other parents have similar schemes. Also to be included is a request for parents who do Work in the Community Schemes. Lorraine to double check the policy with Stirling Council re alcohol in the school at PC events.
7. **Orchard Planning 2018/2019:** In August 2018, Susan Morris met with Shirley and Carol Anderson to share and agree a programme of school orchard activities for 2018/19. Carol Anderson is leading on Outdoor Learning for her CPD.
8. **Travel Plan:** An email has been received by a Parent (from Councillor Alistair Majury) regarding traffic surveys. A 40mph traffic survey has currently taking place and results are awaiting. However officers have decided that the survey nearer the primary school for pupil safety assessment is too expensive for the department's budget to allow.

Shirley advised that there is a plan to put a zebra crossing on Old Doune Road but no update has been received from the Council. A suggestion was that the citizen group did another car count.

9. **Correspondence:** None
10. **AOB:** Can a yearly calendar be sent out via Parentmail.
11. **Dates of Future Meetings:**

1st November 2018
17th January 2019
21st March 2019
23rd May 2019

Emma to put the Lets in.

δε



Parent Council Meeting
Head Teachers Report
September 2018

STAFFING UPDATE –

New teaching staff :

Head Teacher-Lorraine Slabbert

Rosemary Plewes – probationer teacher

Hazel Aitkin- probationer teacher

PEF Seona Stevenson a day a week towards supporting closing the attainment gap.

NEW SLA staff

Sheila McGregor is fixed term 21 hours per week at this time.

New appointment made of another 21 hour post in the summer however never started and letter yesterday to say she wouldn't be, so recruitment process needing to start again.

Interviewing for a 15 hour post shortly which we have lots of applications for and may be able to dove tail this to include a 21 hour post also. HR to confirm.

Long Term Absence

Mr Gall still remains unwell however children are well supported with known members of staff ad we will continue to have their best interests at heart when covering the class and who will be supporting their learning and education. Of course always supported by Mrs Allan.

CLASS STRUCTURES:

Re – organisation took place in June. Children were prepared for this. Smooth transitions reported.

Current role is

Nursery Numbers - total 42

School Numbers – total 414

Total overall: 456

P1-7 (split over 16 classes) and Nursery (am & pm classes)

Appendix I contd...

LOCAL AUTHORITY :

Meetings held at beginning of term to discuss the future for education as we go into the next decade and how we are looking at certain areas of system change. Would like to invite officers from authority once these become clearer to share with parent council if at all possible. In essence a need to look at the structures within and how services delivered in order to stay within very tight budgets. Authority is being creative and always has quality of service at the forefront.

SCHOOL IMPROVEMENT PRIORITIES:

Literacy : read write Inc./comprehension skills/embedding new literacy planners/targeting reluctant readers. Mrs Gallivan leading with teacher leader Kerry Scott as well as a group of teachers working with them.

Numeracy: embedding standardises assessments/CLIC/developing a whole school approach: Big Maths

Health and Wellbeing:

Supporting staff with progression pathway/tracking children's health and wellbeing/promoting self regulation/developing a wellbeing space in school/growth mindset language supported across school/outdoor learning supported across school. Miss Aylott PT leading supported by HT/DHTs Faye Hislop PT and a group of staff who have signed up to develop.

Leadership of Learning; led by HT as well as Citizenship group leaders/SFL teacher

Development of school panning process to include input from learners and citizenship groups.

Develop staff expertise in setting and reviewing targets.

Use assessment data to raise attainment.

Dunblane Learning Community;

Digital Literacy : Ruth Allan DHT

Creativity and Employability: Faye Hislop PT

NURSERY:

Shirley Gallivan DHT lead supported by Mary Kinnaird senior ECE.

Development pathways

Use of assessment

Ensuring wellbeing, equity and inclusion

Children's progress

Staff Development

Read Write Inc. training

Lead Next and Attainment Champion within school

Nurture Training

Big Maths Training

Five Point Scale

Environment:

Small changes beginning to be made to waiting area and reception. Looking for some professional assistance from school community for that to lower costs.

Appendix I contd...

Parental Consultation

Three exercises undertaken at Meet the Teacher event which give us good food for thought about the way forward.

Newsletters

Reviewing communication and revamping either content format or amount. Glad to report 96% of parents are now on parent mail.

Fundraising Group

Meeting went well at beginning of term with lots of plans for the coming year as always. Considering cost of the school day in all of these with Shirley Gallivan supporting.

Discussion over support requested.

HT looking to be supported in order to take forward new developments quicker which will impact on the attainment and achievement of all children and see a progressive supported pathway of learning, support and challenge.