



## Minutes of Meeting held 1<sup>st</sup> November 2018

### Agenda Items:

1. Welcome and Apologies
2. Approval of Minutes from previous meeting (20<sup>th</sup> September 2018)
3. Actions from previous minutes
4. Treasurers Update
5. Head-Teacher Update
6. Fundraising Group Update
7. Number / Frequency of Parent Council Meetings
8. Correspondence
9. AOB
10. 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)
Anneli Spence (Member)	Ruth Allan (Depute)
Alison Webster (Member)	Kirstin Rodger (Member)
Morag Sorbie (Member)	Rona Lockyer

#### Apologies:

Julie Jones	Jo Falconer (Vice-Chair)
Susan Henderson	

### 2. Approval of Minutes: Approved.

### 3. Actions from Previous Minutes:

- **Gazebos:** Lorraine double checked if a refund had been received following the issue last with the order. Apparently only a refund of £14.05 was received as both gazebos were larger than originally stated we would be getting.
- **Constitution discussion / review:** Amendment is required with respect to the On-Line banking. Emma to progress.

- **The Cost of a School Day Policy:** Policy has been written. Not issued yet to Parents as the SLT want the citizen group to read over it first. Shirley also brought up the possibility of using Tescos for the uniform. All agreed this could be looked at if the Parent in question who raised the suggestion could investigate this and feedback.
- **Project Playground / School Grounds:** Shirley at the previous meeting suggested local companies coming in as part of work in the community. Companies such as RBS and Prudential were spoken about. **Action: Morag to speak to the Fundraising Group to put out a Parentmail to ask if there are any Parents who have any knowledge of these events.**

Also at the previous meeting Helen asked if there was a citizenship group that could generate designs for the playground and to write letters to the companies – can this be done?

Shirley confirmed that Ann-Marie is more than happy to apply for grants for new playground equipment ie. monkey bars etc and if anyone hears of anything can they please let her know.

Helen expressed her disappointment and frustration at the turn out on Sunday 28<sup>th</sup> October for the Project Playground appeal considering the number of children at the school. A Parentmail and a subsequent reminder was issued but in total only six adults turned up together with two members of staff.

Helen asked the group what we can do to engage parents. Kirsten suggested maybe it was due to parents helping out at the Halloween disco the Friday before. Morag also said that maybe it was due to Parentmail overload? Morag also suggested that this is advertised as an annual event. Kirstin pointed out that maybe a “purpose / benefit” is shared with the parents.

Helen asked the SLT if there is any money in the budget to tidy up the paint work before it’s repainted as it currently peeling layer upon layer. Lorraine explained that there wasn’t.

Lorraine admitted that there was no advertising done within the school for this event and maybe more could be done ie. involve the children. Rona seconded this suggestion. Can this be done differently? Maybe look at tying this into the school curriculum? **Action: SLT to take this away to review**

Round the table discussions around how this can work with all the budget cuts that the Council have to make. We generally think that a Parentmail needs to be sent out with various options of how parents can help / assist. Anneli asked if a survey monkey should be used. **Action: Helen, Alison, Shirley and Anneli to meet to draught a Parentmail.**

- **GDPR:** Data Protection Policy has been agreed. Now on the website. Action completed.
- **Match Funding:** A parent suggested that RBS have a scheme at the moment where they will do match funding. Lauren has been in touch with David for a Parent Council letter head. **Action: Emma to forward a letterhead to Lauren.**
- **Alcohol in the school at PC events:** Lorraine checked the protocol for this with Stirling Council and can confirm “If we are doing a bring your own bottle event it’s absolutely fine but if we are selling we cannot do so! ”.

- **Travel Plan:** Shirley advised at the last meeting that there was a plan to put a zebra crossing on Old Doune Road but no update has been received from the Council. Shirley said that it seems the High School are relooking at what would as they believe a zebra crossing might cause a gridlock.
- **Developments due to Budget Cuts in the Authority:** At the last meeting Lorraine suggested a Council Representative attend a Parent Council meeting to give an overview. Lorraine updated the group to say that Phase 1 has been completed and now the Council are on Phase 2 to discuss the more viable options. Once this has been completed Lorraine will invite someone.

**4. Treasurer / Finance Report:**

- Pantomime: £900 – sanctioned. The School are to let us know when payment is required.
- Class Floats: £900 – sanctioned.
- School to yet cash the cheque for £4000.
- Halloween disco raised £1424 which is really good.

**5. Head-Teacher's Update:** See Appendix I.

**6. Fundraising Group Update:** Overabundance of volunteers for the Halloween disco which was great. Good feedback received. Profit were down but this was due to no charges for Parents which was a bit different to last year. A BIG THANK YOU to Mrs Grant for dealing with parents who were looking to buy tickets or to collect their tickets.

Shirley asked if the Fundraising group could put on teas & coffees for the Nativity on the 12<sup>th</sup> & 13<sup>th</sup> December. Morag to discuss at the next meeting which is to be held on the 15<sup>th</sup> November.

Movie night is the next event which will still be ticketed even though it's by donation only.

A parent has messaged the Fundraising Group regarding a scheme run by Jump N Joy in Alloa. Children who attend can collect a token each time they attend and then hand them into the school to use as the school wants to. More information to be got.

**7. Number / Frequency of Parent Council Meetings:** Suggestion put forward to increase frequency but everyone agreed to leave as is but to increase the meeting time for the AGM/1<sup>st</sup> meeting of the new school year.

**9. Correspondence:** None

**10. AOB:** Helen is aware that lots of money was spent on books but has pointed out that she is aware of a child sharing a book. Should this be happening? Ruth / Shirley to investigate.

**11. Dates of Future Meetings:**

17<sup>th</sup> January 2019, 21<sup>st</sup> March 2019 & 23<sup>rd</sup> May 2019



Parent Council Meeting  
Head Teachers Report  
October 2018

### STAFFING UPDATE:

- **NEW SLA staff:** 2 new members were recruited last week one with a 15 hour contract and another with 21 hour contract. We await their identity checks etc. prior to starting. Interviewing today for an admin assistant.
- **Long Term Absence:** Mr Gall still remains absent at this point, however following a meeting last week we are hopeful we should see him returning within the next couple of weeks. However the arrangement in place still stands at present although we may well need to look to another solution should the absence extend again. A Huge Thankyou to the commitment of those supply teachers to provide consistency for the children.

### LOCAL AUTHORITY:

Meetings lately have focussed on the roll out of the 1140 hours in nursery and things are progressing well with regards to that for our setting. Still various discussions re budget restraints and financial challenges. Phase two is being entered now where they are considering the ideas put forward through the big conversations to save money.

### SCHOOL IMPROVEMENT PRIORITIES:

As updated previously work continues across school looking at our priorities and implementing strategies to meet our targets. With the 2 new SLAs we will see the launch of the Wellbeing Hub which will allow for a number of children to be supported in an alternative manner meaning we are focussing on their wellbeing.

The numeracy training is booked for INSET day and we have a number of schools coming along to that also who will contribute for the cost of their participants.

**Leadership of Learning:** We have rolled out the support documents of "How Good Is Our School" to all citizenship group leaders and they will be used across school at differing times with info being gathered from children and collated to allow their voice to be heard. There will also be a separate school improvement group which will be drawn from all these groups also.

## **Appendix I contd..**

We'd also like to pull together parent group and already Shirley has had groups come together to do that but this will extend.

We are also looking to develop the use of a tool seeking the views and input of volunteers in school. R Aylott as part of her remit will look at this.

New tool which has been launched by the local authority is called FOCUS which allows School leaders to monitor and track attainment trends and patterns over time, link with school families to discuss effective approaches to learning and teaching and to contribute to the identification of improvement planning priorities and interventions. This tool will hopefully help us identify trends and areas of concern also in terms of attainment but also allow us to report more effectively and put interventions in place.

School is also reviewing its tracking and monitoring system to see if we need to change or keep as is.

**Environment:** Small changes beginning to be made to waiting area and reception. Skip arriving in November for a fuller clear out in classes as well as across school.

Some changes outside through the tidy up day as well as some central maintenance which has been happening.

**Parental Consultation:** Looking towards our curriculum rationale and vision values and aims and seeking input from parent body. We will have certain items out on parent nights for that. As before input re self-evaluation process linked to QIs for this year.

2.3: Learning Teaching and Assessment

2.2 Curriculum

1.3 Leadership of Change

Looking for feedback on parent night re an online system for booking parent night appointments. Time efficient and progressive for the school.

Art exhibition like a wee bit feedback form all of you.

**Newsletters:** New format for newsletter any feedback welcome.

**Initiatives:** Pay it forward initiative will continue throughout the year with a tag line of #DOING GOOD FEELS GOOD. Very successful harvest collection and hopefully this will grow over the years. Slightly different this year as we supported our local community alongside Start Up Stirling.

**Fundraising Group:** Great work for the Halloween disco as always, and the costume bank went down really well. Wee bit feedback re alarm after disco and cleaning up afterwards also.

Book fair here again during parents night week. Families can access during those times and there will be a slot open on Friday 9<sup>th</sup> for classes to visit should they wish to purchase.

Need a wee chat about carol concert and responsibilities around that.

## **Appendix I contd..**

**Councillor visit:** School to be visited on 13<sup>th</sup> December by councillor McGill and HT and Carolyn McDaid, service manager BGE will be touring school and discussing our priorities and developments for the coming year.

**Curriculum:** P6 looking at democracy and we will have Keith Brown depute Leader of the SNP visiting the school also this term on Monday 19<sup>th</sup> November to discuss his role.

Lots of great sporting activities are still happening across the school and we are very lucky to have such an active volunteer body as well as organised agencies working alongside led by Rachel Aylott.

We have also been lucky to gain support of many volunteers this year in order to support their own lifelong learning as well as impact positively on the children.

Have introduced the wellbeing assessments across school and this has proved positive for us and has allowed some supportive chats to be had re children and how they are feeling about their learning and has served as a parental support also conversely.

Hopscotch scots song project well underway with P3 stage this week with a show on 7<sup>th</sup> December

### **2 INSET days coming up:**

Big Maths one day and the next day looking at use of social stories across school to support children in positive interactions and reflections on how could we make them better the next time and also 5 point scale as a self-regulation tool for children? All part of our Health and wellbeing development. Will also be looking at moderation between staff across the DLC and time spent sprucing up the environment for all.

Parent workshop coming up on 27<sup>th</sup> November delivered by Sonya Grant on Growth Mindset. More info to follow re that.