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Parent Council

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| Meeting | Parents Council, Springfield Primary School, Linlithgow AGM |
| Date | 12th September 2017 |
| Location | Springfield Primary School |
| Attendees | Jo Whittington (Parent Council Chair)  Mark Wells (Head Teacher)  Laura Baillie (DHT)  Ewan Logan (Acting Principal)  Tim Sutcliffe (Vice Chair) Alison Tomczynski (PTA Treasurer) Clare Cunningham (PTA Vice-Treasurer)  Alison Gray  Carole Rae  Gillian McGregor  Gina Finch  Graeme Kerr  Helen Jenkins  Jane Donald  Jane Woolsey  Julie Buchanan-Smith (Secretary)  Julie Waldron  Laurence Kenney  Linzi Matheson  Mairi Woolley  Rachel Linton  Sarah Carney  Stephanie Meakin |
| Apologies | Mhairi Connor (PTA Co-ordinator)  Leeann Porteous |

**Discussion Items**

| Item | Action |
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| 1 | Apologies |
| 2 | Acceptance of previous minutes proposed by Clare Cunningham and seconded by Linzi Matheson |
| 3 | HT Report: see attached |
| 4 | Chair’s Report: see attached |
| 5 | Election of representatives:  Jo Whittington re-elected as Chair – proposed by Jane Woolsey, seconded by Helen Jenkins  Tim Sutcliffe re- elected as Vice Chair – proposed by Jo Whittington, seconded by Julie Waldron  Julie Buchanan-Smith elected as Secretary – proposed by Jo Whittington, seconded by Mairi Woolley  Alison Tomczynski re-elected as Treasurer – proposed by Clare Cunningham, seconded by Sarah Carney  Clare Cunningham elected as Vice -Treasurer – proposed by Sarah Carney, seconded by Jane Woolsey  Everybody else at the meeting (not School Management Team) elected as ordinary members of the Parent Council – proposed by Jo Whittington, seconded by Clare Cunningham |
| 6 | PTA Treasurer’s Report (Alison Tomczynski): Current balance of £4,264.89 available for school to spend.  Fundraising Meeting 13th September 2017  Action: Clare Cunningham will draw 100 club winners at PTA meeting on 13th Sept and publish on Facebook page |
| 7 | Parents’ Constitution in need of a redraft – sub committee to look at this and prepare draft: Laurence Kenney, Helen Jenkins, Graeme Kerr, Tim Sutcliffe and Jo Whittington  Action: Jo Whittington to contact group members |
| 8 | School Grounds: Julie Waldron continues to be in negotiation with the council re the proposals for the grounds and will work with Mark Wells over the coming months to move the redesign forward. |
| 9 | Key Priorities for coming session:  Teachers: SNSA testing – reinforcing professional judgement  Parents: stability of classes/staffing |
| 10 | There was concern that there was no patrol crossing person outside the school on a Monday morning. Jo Whittington to contact the Council to see if this can be remedied. |
| AOCB | School management team reiterated message that any parent with a specific concern should address this to the school – if this is urgent please contact the school by phone as emails are not always picked up immediately. |