

# Paradykes Parent Council

## AGENDA for Meeting 21/01/2020

Agenda 21/01/2020		
1	Apologies	LM
2	Approval of Minutes	LM
3	Introductions	LM
4	Updates on Actions	LM
5	Treasurer's Report	JH
6	Head Teacher's Report	GC
7	Upcoming Events – PPS' Got Talent	LM
8	Bikeability	LM
9	Hardship Fund	JS
10	Feedback from Christmas Fair	LM
11	AOB & Date for Next Meeting	LM

## MINUTES from Meeting 24.10.2019

<b>Attendees:</b>	<b>Louise Milligan, Nichola Simpson, Jennifer Hurst, Fin Speedie, Sarah Guilar, Jacky Robertson, Ruth Smith, Laura Collin, Claire Moffat. Gillian Crangle (HT), Darryl Wilson (DHT) Laura Ward (PT)</b>
<b>1.Apologies:</b>	<b>Fiona Taylor, Karolina Stanczak, Emma Hay, Kerry Bolan, Suzanne Connolly, Irene Lorimer, Jennifer Sommerville (PT)</b>
<b>Minutes:</b>	Fin Speedie
<b>Distribution:</b>	To all attendees, apologies & Mailing List.

24/10/19	
2	<b>Approval of Minutes from previous meeting</b> – The minutes were approved by Jacky Robertson and seconded by Gillian Crangle.
3	<b>Input from Eleanor from Connect</b> – Eleanor shared the function of Connect and her visit tonight: to run information sessions, to provide PC with insurance to run events and to run a website giving us access to a range of resources.

She asked all present to complete and exercise in what makes a great school. Our role as PC is to help PPS be that great a school.

She shared a presentation on 'What is a Parent Council?'

PC are reps of all the parents in the school, not just our own children.

6 things PC can get in involved in;

\*Social & Fundraising; involving families. Creates community, gets people in to school. Can combine with school to do 'nice bits' while school do some learning. Fun, family, food. Form subcommittee?

\*Communication; bring perspective to meetings of how school communicate. Is the communication easily understood by those who it's aimed at? Jargon buster - on FB page. Connect leaflets are not copyrighted so can be used. Make things visual. How is PC perceived by others?

\*Inclusion; school community, everybody is equal; even those who don't come. Perhaps they don't know how to! Beware of unconscious bias. Ask people to little things? Audit of skills? Different types of families in the school?

\*Campaigning; can be the voice for the school? Council have the responsibility to listen to us. Ask community council

\*School Matters; Policies, NOT individual issues but whole school.

\*Learning and Teaching; giving parents help to support child's learning.

She then asked if we had any questions?

Q: How to get more people involved?

A: Need to tell parents about it. Spread the word - get those that do help to ask others. Tap in to older generation, more grandparents at school pick up. Invite in to social event? Having lunch? Use Health Checks. Are we doing the best we can? Get a display? Use breakfast blether to gather opinion from wider group of parents. Use Scottish Book Trust resources for engaging families.

Q. Running of the parent council

A: There's money available from Midlothian Council? Let parents know what we have done.

Q: Advice for new treasurer?

A: Pack called 'money matters' for Jennifer. Accounts need to be audited?

#### 4 **Update on Actions**

**Action 1:** Carry forward

**Action 2:** There is nobody in the council responsible for weeding or maintenance of planted areas. GC will coordinate 'work parties' with volunteers and children.

**Action 3:** In principle, still support wishlist but need costs from school. **Action 2**

**Action 4:** First Bag2School collection taking place on Monday. Reminder to go out via email/app.

**Action 5:** Nichola Simpson has organised Christmas Cards.

**Action 6:** Tea/Coffee went well at parents night, this format was voted as being successful by parents but will have bigger hall so less noisy next time.

**Action 7:** Letter is going out about safety on building sites from Dandara construction. Barratt Construction are coming in to speak at assembly, school trying to build relationships.

**Action 8:** Pilot successful. Families now use the back playground to access all classrooms. Volunteers helping to get the outdoor classroom for P1/P2 set up.

**Action 9:** Eleanor from Connect attending meeting.

#### 5 **Treasurer's Report**

Jennifer indicated that she does not yet have access to the PC bank account and is in the process of organising this. Balance is estimated due to this.

**Balance B/F @ 05/09/2019 - £2526.44**

**Balance C/F @ 24/10/2019 - £3643.55 (estimated).**

	<p><b>Transactions completed:</b> IQ Cards – Deposits £869.11 and £248</p> <p><b>Transactions Outstanding:</b> PPE Uniform order Chq: £53.90 Pocket Money items for Fair (to be paid out): £260.95 IQ Cards Invoice (to be paid)</p> <p><b>(Funds available @ 24/10/2019 - £3328.70)</b></p>
6	<p><b>Head Teacher’s Report</b> – GC presented her report as follows:</p> <p>Gillian expressed her thanks for our support at parents night There has been a Budget Group set up; targets include photocopying to be reduced by staff and an audit of how much is spent across the school. There will an invite to parents to join this group. The post of Parent Buddy is to be advertised for 4 hours a week, working with vulnerable parents and will be paid at learning assistant wage. There will be a change of staff; Darryl Wilson has gotten a new post; the acting DHT post will be advertised to fill and then full post after that which we will be involved in. The school have been working to improve communication; we now have a diary with dates until December going on app. Christmas Fair – children will get Packed lunches only that day. Gillian asked if we can try run the fair from 10 – 12. <b>Decision 1</b></p>
7	<p><b>Christmas Fair</b></p> <p>Louise Milligan has a list of planned activities for the Fair and will co-ordinate the sub-group who will continue to meet to plan the Fair</p>
8	<p><b>AOB</b></p> <p>School staff are parking at the shop car park rather than the designated council car parks. Can staff be reminded to park in the school car park? <b>Action 3</b></p> <p>Feedback from the school photographs has been that the background is not great: too busy, plain white is better. Should we look at other options or give feedback to Tempest? <b>Action 4</b></p> <p>Gillian is running a 'countdown to Christmas which will start with a visit from some Reindeer on 2<sup>nd</sup> December. All children and parents will have a chance to see the reindeer which will be in the school grounds.</p> <p>P7 boys are fundraising for an outdoor gym. Fin Speedie has been investigating possible sources of grant funding. Gillian will arrange a date for Fin to come in and speak to them about applications. <b>Action 5</b></p> <p><b>Next meeting 14<sup>th</sup> January if room available (if not then 21st)</b></p>

Actions	Owner	Target Date
<b>05/09/2019</b>		
1	Agree dates for planting flowers with council	GC Spring 2020
<b>24/10/19</b>		

2	Find out the costs involved with the Smart TV etc and let parent Council know.	GC	01/11/19
3	Staff to be reminded to park in the school car park	GC	01/11/19
4	Investigate photographer options & feedback to Tempest	GC	01/11/19
5	Fin to attend meeting organised with P7 boys re funding	GC/FS	01/12/19

### Decisions Taken

**24/10/19**

1	Run the Christmas Fair from 10.00am until 12.00noon.
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