

Paradykes Parent Council

AGENDA for Meeting 19/11/2020

Agenda 19/11/2020		
1	Apologies	LM
2	Approval of Minutes	LM
4	Updates on Actions	LM
5	Treasurer's Report	JH
6	Head Teacher's Report	GR
7	Christmas Planning	GR/LM
8	Fundraising – Tea Towels - Christmas Cards - Other	LM/FT
9	Covid Contingency Plan	GR
10	ASN Review	GR
11	School Wish List	LM/GR
11	AOB – Parent Consultations Date of next meeting	LM

MINUTES from Meeting 19/11/2020

Attendees:	Sarah Guilar, Fiona Taylor, Louise Milligan, Suzanne Connolly, Nichola Simpson, Jennifer Hurst, Kirstenn Rawcliffe, Ester Vizcay, Claire Moffat, Alison Bowman, Emma Hay, Ezmie Mcutcheon, Gillian Reid (HT), Helen Reed (DHT), Jennifer Sommerville (PT), Joanne Rose Rojas (CT), Charlotte Roberts (CT), Kirsty McKenzie (CT)
1.Apologies:	Kerry Bolan, Laura Pratt, Alison Bowman, Laura Page.
Minutes:	Fin Speedie
Distribution:	To all attendees, apologies & Mailing List.

19/11/2020	
2	Approval of Minutes from previous meeting – The minutes were approved by Nichola Simpson and approved by Sarah Guilar & Ester Vizcay.

Introductions –

Louise welcomed all to the meeting and thanked everyone for joining online and explained the procedure of putting hands up to speak etc.

3 Update on Actions

Action 1: Kirsteen is happy to carry out the gardening at the front of the school, in a small socially distant group. Some parents present offered to assist also.

Action 2: Gillian clarified that non-essential outside visitors are not allowed in but is working with Sarah Guilar to organise school photographs at the front of the school. Many thanks to Sarah for offering her time and skills. P1 & P7 to have individual photographs and others to have class photos. Miss Robertson (CCDW) will take Nursery photographs. Letters have gone out but a text has also gone out to clarify that individual photographs are for P1 and P7 only.

Action 3: Bikeability training – Ezmie has volunteered to also participate in the training. School will contact Cambell Orr for support with this and possibly delivering the classes this year. Louise and Nichola will work out a plan to deliver the training this year as the classes from last year who missed out during lockdown need to catch up, as well as current cohort. A bikeability risk assessment will need to be updated in line with Covid-19 Guidance (**Action 1**)

Action 4: Fin has drafted and shared with members the leaflet about parent Council. Due to discussions during the meeting about being open and accessible to all parents it was decided to reword the leaflet and focus on the benefits to parents of joining the parent council. (**Action 2**)

Helen has checked out prices for a noticeboard for the fence and they are about £340. As we are not encouraging gathering around school at the moment, it was decided to focus on online communication and reconsider this in the future.

Lisa has put photos of office bearers onto the school website but office bearers need to send a short bio to go with each. (**Action 3**)

Action 5: We will work on this through this year as it will need to be ratified at an EGM or next year's AGM. (**Action 4**)

Action 6: Both the Christmas Card and Tea towel fundraisers have been popular. Full profits will be reported at next meeting as orders still coming in and invoices still to be paid for the production of cards and tea towels. (**Action 5**)

Action 7: School wishlist is on this agenda, point 11.

5 Treasurer's Report

Jennifer presented her report as follows;

- At the last meeting we had a balance of £3233.20.
- Since then we have paid out for a couple of P7 hoodies and had lots of payments from the **IQ Christmas Cards** and the **Class Tea Towels**.
- **IQ Christmas Cards:** Total brought in is £1187.50
- **Class Tea Towels:** Total brought in so far is £2104
- We are still awaiting the invoices for both of these and so those will still need to be paid out from our current balance.
- The IQ Cards will invoice us minus our profit but I am not sure how the tea towels work, if it will be the same or sent an amount back later on.
- Our current balance is sitting at: £6466.42

6 Head Teacher's Report –

Gillian presented her report as follows;

The school are continuing to rise to the day to day challenges of Covid 19. We have had 4 positive cases within the school and only one was a child. We have had staff and classes shielding/isolation but as a school in comparison to other schools we are doing well in managing this pandemic. We are

	<p><i>delighted that parents are wearing masks and most continue to social distance but we cannot become complacent. We are busy preparing our Christmas Calendar to ensure or pupils and staff that it is the season to be jolly during the trying times. We are collecting food and xmas gifts to support our community and decorating a xmas tree for one of our local care homes. We are also sending Christmas cards to our community care homes.</i></p> <p><i>The school has reflected on homework and parental engagement but as an authority we wish to look at it further. I am aware that this will be discussed at the chair of the PC meeting next.</i></p> <p><i>Our recent midterm reports went out to parents and we are currently looking at the feedback. Lots of positive comments so far! We are aware that it is trying times for parents but we hope that with the principle that parents can contact the school at any time to discuss the child's learning, well being etc this will ensure we continue to communicate with each other. Next term we hope to have virtual or face to face parent consultations but we will plan nearer the time.</i></p> <p><i>We recently had our authority discussion about how the school was moving forward and they are happy with the progress. We are currently reflecting on the learning and teaching, literacy; writing/reading, health and wellbeing and inclusion.</i></p> <p><i>Lockdown improvements; a survey will be issued re how we can improve our digital engagement. What were the barriers?</i></p> <p><i>Our contingency plan for blended learning is in place. Please see website</i></p> <p><i>The authority are reviewing ASN and we will be issuing a survey. I would like some members of the PC to create this survey and collate info to support an improvement on the good practice.</i></p> <p>Discussions which followed were around Louise attending the consultation meetings around parental involvement at council level, Ester volunteered to be part of this also. There was also discussions about parents of those with ASN and that there is a facebook support group for ASN parents but not all are aware yet. Ezmie expressed her thanks for the work that had gone in from the teachers and the school community throughout lockdown and since the school had returned. This was supported by the parents present and agreed it would be recorded specifically in the minutes.</p> <p>Kirsteen said that she had been donated 5 kindles through her work but was unable to use them there. Ezmie confirmed they could be used for Google classroom so Kirsteen agreed to donate them to the school for use in the event of another lockdown to support families. (Action 6)</p>
7	<p>Christmas Planning</p> <p>A lengthy discussion took place around the benefits or not of having the reindeer visit the school this year. As they would be coming from outwith the local authority, would cost £500 and would have to take place at a social distance and added an extra risk in the run up to Christmas it was decided that this would not be worthwhile this year.</p> <p>Another lengthy discussion took place about the possibility of running a Christmas raffle this year but the logistics of collecting cash, sending home tickets, possibly of having to ask teachers to sell the tickets as PC members are not allowed in to classes and the financial pressures already on families it was decided not to pursue this, this year.</p> <p>A letter will come out next week with the details of the Christmas activities which will take place.</p> <p>Parent Council agreed to fund the gifts for the Nursery children and a contribution to each class for their parties.</p>
8	<p>Fundraising</p> <p><u>-Tea towels</u></p> <p>See update on actions</p> <p><u>-Christmas cards</u></p> <p>See update on actions</p> <p><u>-Other</u></p>

	Ester shared a fundraising idea from another school where her daughter attends, a type of lottery '100 club'. A discussion took place about the fact that we had just raised funds through the Christmas Cards and Tea Towels and that families may be purchasing photographs to contribute to school funds also, so this is something we will come back to. We do not want to place undue pressure on families during the pandemic.
9	Covid Contingency Plan See HT report
10	ASN review See HT report
11	School Wish List School would like support to: <ul style="list-style-type: none"> • Pay for IT equipment (the smartboard and trolley agreed to last year has not been purchased.) <u>£2000</u> • Purchase Nursery children Christmas gifts <u>£168</u> • Purchase toys for each class to support play within bubbles and support the children's class parties. <u>£1350</u> <p>This was agreed to by those present with Jennifer and Fiona going to check the figures in the bank account to confirm the amounts (as tea towels and cards not yet paid for).</p>
11	AOB <u>Parent Consultations</u> Next meeting: Thursday 21 st January @ 7pm on Zoom

Actions		Owner	Target Date
19/11//20			
1	Contact Cambell Orr for support with delivery of Bikeability. Work out a plan for delivery of Bikeability. Create Bikeability risk assessment in line with Covid-19 guidance.	GR/HR NS/LM GR	January 21
2	Reword current draft of parent council information leaflet	FS	January 21
3	Email short bio for the school website to Lisa	LM/NS/JH/ FT/FS	December 20
4	Review and redraft constitution	FS/SG	June 21
5	Report on profits from tea towels and cards fundraisers.	JH	January 21
6	Hand in Kindles to school for use in potential future lockdown	KR	November 20