



## 1<sup>st</sup> November 2018

### PC Meeting

### MINUTES

**Members Present:** Jayne Swanson, Joanne Simpson, Ashley Miles, Lesley Carroll, Lisa Kelly, Lynne Cintron, Elaine Miller, Kelly Anderson, Dawn Tooke, Leanne McKay, Gayle McMillan, Vivienne Sinclair, Catrina Miller, Laura Connor, Vicki Campbell, Pamela Armstrong, Lesley Jackson.

**Staff:** Jen Innes, Jill Ring, Calum Urquhart & Maureen Waddell

**Apologies:** Clare Rose, Susanne Donachie, Marion McAllister, Jill Hamilton, Rachel Wylie, Councillor Robert Brown, Jane Fotheringham, Nicola Mathieson, Amanda Stewart.

#### ▪ **Welcome**

Jayne welcomed everyone to the parent council meeting.

#### ▪ **Minutes from last meeting:** accepted and agreed with PC members with the following action points still outstanding:

- **Jayne Swanson-** Processes document to be produced covering all PC procedures – **on-going**
- **Emergency Closure Plan** – copy of this out once completed – **on-going**
- **Jayne Swanson** – To contact Suzanne to get a copy of the garden maintenance plan and to find out information about learning through landscapes for the garden subgroup.
- **Jayne Swanson** – to speak to Suzanne about identifying a list of suppliers that she is looking to use for the garden.
- **Sara Walker** – speak to Eddie the janitor to see if there is any equipment that could possibly be purchased by the PC that would make gritting the playground area easier for him.
- Compile a list of all PC members who are also PVG members.
- **Councillor Robert Brown** – Check with South Lanarkshire Council regarding potentially funding or part funding new IT equipment for the school.
- **Jayne Swanson** – process to be put in place for the collection of money from the office generated by school tie sales.

#### ▪ **Correspondence**

Jayne advised that there was no correspondence received.

## ▪ **Head Teacher Report –**

**I would like to start with a big ‘thank you’ again to the Parent Council for organising and running the Halloween Discos and the Primary 1 Halloween Party. The children had a great time and their costumes were fantastic. There were lots of home-made costumes and clearly a lot of time and effort had gone into them.**

### **School News**

- We had a fantastic turnout for Parents’ Evening on 11<sup>th</sup> October. It was great to get to speak to so many parents and I hope the evening was useful.
- The Book Fair was incredibly well-supported. We raised just over £2000 – this equates to £1161 in commission for the school. As part of Book Week Scotland (November 19<sup>th</sup> to 23<sup>rd</sup>) we will be giving classes £75 each to buy books for their class libraries.
- We received a large number of donations for our Harvest Assembly on Friday 12<sup>th</sup> October. We were very appreciate of all these donations, which we have passed on to the Rutherglen and Cambuslang Food Bank.
- Book Week Scotland runs from 19<sup>th</sup> to 23<sup>rd</sup> November. We are planning a number of activities to promote books and reading throughout the school. We will also be launching the P1 Bookbug and P2 and 3 Read, Write, Count bags.
- Both Primary 5 classes have now visited the Sky Academy in Livingston where they created their own videos as part of a project. All the children really enjoyed the experience. We can’t wait to see what they produced.
- Vicki Rice, the S1 depute from Stonelaw has been in speaking to the Primary 7s as we start already thinking about their transition to high school.
- Preparations for the Bridgeton Burns Competition (which takes place on Friday 7<sup>th</sup> December) are well underway. We are very lucky that we have so many members of staff working with children to help them prepare and we have a large number of children who have put themselves forward from P1 right up to P7.
- We are looking forward to our cinema visits next week to see Ferdinand (P1-3) and The Greatest Showman (P4-7).
- Preparations are also underway for our Christmas Concerts. Dates and times of these were issues with the newsletter.
- Primary 4 will be visiting Kelvingrove Art Galleries and Museums next week as part of their Egyptians topic.

### **Repair Work**

- Land Services (part of SLC) came out to look at the trim trail. They did not install our trail and do not have the correct ‘bits’ to fix it. It was installed by Scotplay with equipment supplied by Playforce. I have emailed them photographs of the equipment and am waiting on them getting back to me. If they cannot fix the trim trail or if it would be expensive, we do have an option to go back to Land Services who could take away the broken piece of equipment and install a new item.

### **Parking**

- I shared the draft Traffic Plan with the Campaigns Group. The plan now is to condense this into a manageable letter to get out as soon as possible to parents. Jayne and I are meeting PC Simpson tomorrow to discuss and plan the Day of Action. We will hopefully get a date int the diary tomorrow.

### **Points for Discussion**

Feedback – school photographs

It was agreed after the Head Teacher Report that the Parent Council are happy to go ahead with purchasing the Thesaurus/Dictionary.

## ▪ Subgroups

- **Campaigns subgroup** – This group was due to meet this week but the meeting has been delayed until next week where they will be discussing the parking day of action and also I.T.
- **Communications subgroup** - This group has now met and Emma and David have committed to taking the website forward in conjunction with Mr Urquhart to ensure that the website has all the relevant information required. David and Emma are also trying to ensure that the PC is linking in better with facebook and twitter.
- **Induction subgroup** – This group has now met and Pamela and Jill have had a discussion about what the group is looking to achieve going forward.
- **School Liaison subgroup** – The group are waiting to see what happens with the parking issue currently being dealt with by the campaigns group and will also look at school reports at the start of next year.
- **Funding subgroup** – looking to promote easy fundraising more especially on the run up to Christmas. Lesley is still on her own in this group so any additional volunteers would be welcomed.
- **Garden subgroup** – The group has still to meet to discuss next stages. Jayne will speak with James Donachie regarding this. Last year we were chosen by the Co-op Local Community Fund and this resulted in us received a donation of £2,600.00 last year and fantastically so, we have been chosen again this year by Co-op Local Community Fund which is amazing – a huge thank you to Suzanne Stevenson for working on this!
- **Events subgroup** – A meeting has taken place and it has been agreed that different people will take the lead on different events which is great. Christmas fair planning is also well underway and dress down day is going ahead tomorrow. A letter had also went home to look for volunteers for delivering the postcards for the fair and a further letter is about to come out looking for actual volunteers on the day of the fair. Ladies night has also been confirmed as taking place at the bowling club on 22<sup>nd</sup> February 2019.

## ▪ Parking Update

Jayne and Jen Innes are meeting with P.C Simpson tomorrow to discuss the details for the day of action. A letter has to be put together to go out to parents/carers to explain what is happening and the reasons behind it. We will need parent helpers on the day of action so once the details are confirmed a request for volunteers will be sent out. It was also noted that Stonelaw have now closed their front car park to parents/carers which in turn will create more traffic in the back car park.

## ▪ I.C.T.

Councillor Robert Brown has replied to Jayne to advise that South Lanarkshire Council do understand that Calderwood was a first phase new build and they have advised that they are currently planning to look at the situation across the whole of South Lanarkshire to see what school requirements are. Jayne advised that she will look into this further as South Lanarkshire are not planning anything until at least 2020.

## ▪ Treasurers Report

Lesley handed out the income and expenditure for the parent council to members present and discussed the

details noted. Lesley advised that there had been a sum of money lying for some time at the office which was for school tie purchases so it was agreed that Jayne will look at putting a process in place for tie money collection to ensure that this does not happen again. If anyone has any questions regarding the treasurers report then you can contact Lesley direct who will be happy to discuss.

▪ **Any other business**

Jill confirmed that the Pantomime for the school had still to be booked and Jayne confirmed that the Parent Council were happy to continue to fund this for the school.

Jayne advised that she had been contacted by Emma Dunn who is a parent at the school who had an experience while on holiday and resulted in her child being in hospital. Emma was overwhelmed with a box that was given to her child by a local charity which contained items of play that could be used while in hospital. Emma has asked if the PC would consider helping with items for the boxes as she is keen to pay the generosity back to other children. It was agreed by members present that we could look at this in the New Year as there is so much on-going before Christmas. Jayne will speak to Emma to discuss what we can possibly do to help.

Joanne Simpson raised a point on behalf of another parent who had contacted to query whether e-cigarettes are permitted in the school grounds as a number of parents have been using them. It was confirmed that like smoking, e-cigarettes are not permitted on school grounds therefore, it was agreed that the school would monitor this and that they would ensure that something was put in the school newsletter to remind parents/carers.

Joanne Simpson started a discussion about the recent school photographs and advised that while she appreciated that the images were good quality she did not like the choice given for packages and also felt that the price was high for what you were receiving. For example a single digital image was £25.00 and it was sent through as an attachment on an e-mail. Vicki advised that a company Instant Images were very good and had been taking the photographs in her nursery and were more reasonable priced. Vicki advised that she will speak to them and ask them to pop into the school to discuss what they can offer.

Elaine raised the issue that paperwork that was being given to primary 1 pupils to come home in school bags seemed to be going missing and parents were missing out on things happening in the school. Jen advised that she would raise this with the primary 1 teachers and it was also agreed that the school could look at putting something on the school app to confirm what should be in school bags.

**Next meeting: To be confirmed**

**Meeting closed.**