



## 7<sup>th</sup> March 2019

### PC Meeting

### MINUTES

**Members Present:** Jayne Swanson, Joanne Simpson, Lesley Carroll, Lesley Jackson, Lisa Kelly, Gail Wilson, Pamela Armstrong, Susanne Donachie, Sasha Bruce, Sara Walker, Emma McIntyre, Louise Dobbie, Suzanne Morris, Catrina Miller, Clare Rose, Dawn Tooke, Lynne Cintron, Lynne Cintron, Laura Connor, Ashley Miles, Gayle McMillan, Councillor Robert Brown, Elaine Miller, Shellie Montgomery, Heather Stewart, Lisa Avery.

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

**Apologies:** Jane Fotheringham, Kelly Anderson, Malachy Devlin, Rachel Wylie, Marion McAllister, Jill Hamilton, Vari Cairns.

#### ▪ **Welcome**

Jayne welcomed everyone to the parent council meeting and thanked everyone for attending.

#### ▪ **Depute Head Appointment – Update on Parent Council Response**

Jayne explained that as the discussion surrounding the process for the appointment for the Depute Head post was on the agenda it had been agreed that the school staff that were attending would join the meeting after this agenda item had been discussed to avoid any awkwardness for staff as officers of South Lanarkshire Council.

Jayne provided an update on the situation so far and advised that there had been an e-mail sent to South Lanarkshire Council requesting a meeting as soon as possible regarding the recruitment process for the Depute Head post. Jayne also confirmed that on behalf of the PC she had also contacted the National Parent Forum and the Scottish Government outlining our concerns and was still awaiting a response. Local Councillors had also been consulted. Jayne confirmed to the PC that there would be a review carried out by South Lanarkshire Council in June and she was hoping that the Parent Council would be involved in this review in some way. A general discussion took place with all members present and the consensus was that parents were disappointed in the lack of consultation from South Lanarkshire Council and everyone agreed that this was not partnership working. The Parent Council have an obligation to be the voice of the wider parent forum to ensure that processes and legislation are being adhered to and to try and prevent this from happening again in the future. It was made very clear by all members present that the complaint was not about the people involved but about the process not being followed. Jayne advised that she would take this forward on behalf of the PC and would keep members updated with any responses received. All members present were very happy with the planned action being taken by the parent council.

Jayne then welcomed Staff members to the PC meeting to continue with the remaining items on the agenda.

- **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**
  - **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. – **on-going**
  - **Jayne Swanson** – to speak to Suzanne about identifying a list of suppliers that she is looking to use for the garden – **on-going**
  - Compile a list of all PC members who are also PVG members – **on-going**
  - **Jayne Swanson** – process to be put in place for the collection of money from the office generated by school tie sales.
  - **Jayne Swanson / Jen Innes** – look at re-introducing pop up shop for spare school uniform. Possibly an order form in bag – **on-going**
  - **Suzanne Morris** – GDPR process document for Parent Council – **on-going**
  - **Jen Innes** – Speak to staff and children about what ICT equipment they want and what they would use for PC to potentially fund.
  - **Julie Kirkland** – Will look into complaints about disrepair of the football pitch – **on-going**

#### ▪ Correspondence

Jayne advised that she had received correspondence from South Lanarkshire confirming her correspondence regarding the Depute Head post and advising that they would be back in touch as soon as possible.

Correspondence had also been received from another Parent Council who is just starting out at Maxwellton Primary School. Jill Laing had put them in touch with Jayne to get advice and Jayne has agreed to meet with them at their school to help them out.

#### ▪ Head Teacher Report

##### Thank You

A huge thank you to the Parent Council for organising Ladies Night, which was, by all accounts, a great success. We really appreciate all the hard work and planning that goes into Parent Council events. Thank you also to the volunteers who came in to help set up and run the Eco Uniform Stall at Parents' Evening (and thank you also to Ms Sommerville and Mrs Zabięga for their help). We received very positive feedback from parents and carers on the night, with people gratefully taking items of uniform and also talking about donating uniform to the school when it is no longer needed. We have alerted staff to the Eco Uniform if they believe any child might be needing items. Flyers were given out on the night and I will include this in the next newsletter and send forms home for parents to complete if they are looking for items.

##### School News

- **World Book Day:** We celebrated World Book Day today in our pyjamas (everyone was ready for a bedtime story). We had a whole school book swap, plenty of ERIC time and a 'reading river' at 2 o'clock. Thank you to Mrs Feenan, Miss Macleod, Miss Fitzpatrick and Primary 1 for organising the event.
- **P7 Heptathlon:** Primary 7 had great fun today attending a Heptathlon transition event at Stonelaw High School with the other schools from our learning community. The event was organised by Stonelaw's staff and Sports Leaders and our pupils had a great time.
- **Easter Code:** Primary 7 also had great fun participating in the Easter Code event with our chaplaincy team last week. The event took place in our dining room and the chaplaincy team organised a range of fun activities for children. Their next event in the school will be training our P6 buddies in April.
- **Cross Country:** Our P6 and P7s attended the Camglen Cross Country event at Peter Brownlee park on Wednesday. All competitors gave their best with Callum Ferguson (P6) coming second in the P6 boys race and Naomi Wylie (P7) coming 5<sup>th</sup> and winning an endeavour award for effort.

- **After School/Lunchtime Clubs:** We have a very large number of after school and lunchtime clubs up-and-running with a huge number of pupils participating.
- **Burns:** We attended the Burns Prizegiving Evening on Friday 22<sup>nd</sup> February where our pupils who were successful in the competition performed and received their awards. We were all very proud of our pupils who did extremely well.
- **Lockerbie:** Our Primary 7s had an incredible time in Lockerbie, and really did themselves and the school proud. (Mrs Ring)
- **Parents' Evening:** We had a very high turnout for Parents' Evening – thank you to all who came along.
- **Beat the Street:**  
Beat the Street has had a flying start and we are overwhelmed with the support from our parents and families. Some of our pupils took part in promotional filming to display the strong community links we have with Grow 73 and our involvement with Beat the Street on Wednesday. Classes have been 'beating the street' for their Daily Mile, and we have had lots of parents and family members come along with us. Let's hope we can keep up the momentum until the end of March.
- **Leadership Academy:** I have been working with the head teacher from Lesmahagow High School to deliver Leadership Academy professional learning for middle leaders. Three of our own teachers are attending along with 17 other teachers from both the primary and secondary sectors. We have really enjoyed the training and have received positive feedback from the attendees.
- **Health and Wellbeing Week:** Health and Wellbeing Week will run from 18<sup>th</sup> until 22<sup>nd</sup> March. We have arranged the smoothie bike/healthy snacks, tennis, mindfulness, golf, boxercise, outdoor play, and relaxation. We are running a competition to design a Beat the Street poster – the prize is a trip to Lanark to Beat the Street there. We are looking for parent helpers for the Monday and Tuesday all day. Thank you so much to Anne Henderson and Calum for organising.
- **Assemblies:** We are looking forward to our Primary 2, Primary 1 and Primary 7 class assemblies before the Spring Break.
- **P7 Parliament Visit:** Primary 7 are visiting the Scottish Parliament next Thursday through James Kelly's (MSP) parliamentary office. They will have a tour and get into the debating chamber. This excursion is always enjoyed by the pupils and I'm sure they'll have a great time.
- **Swimming:** Primary 6 begin their block of swimming lessons next week at Eastfield lifestyles.
- **Dance Festival:** Our P5/6/7 Dance Club will be performing at the Camglen Dance Festival in the Town Hall on Wednesday night. They have been working hard on their performance and we are sure they will be fantastic.

### School Improvement Plan Update

- **Nurture:** We had a fantastic input from Jenny Kerr from Glasgow City Council for our In-Service Day in February. The training was very insightful and will inform our approach to nurture. Our next step is to look at our behaviour policy referring to the nurturing principles.
- **Teacher Learning Communities:** Our TLC leaders have continued to attend their workshops and then deliver inputs to all teaching staff. The next input is next Wednesday. The focus is around teaching and learning approaches and how best to support pupils to become independent learners. It is great to have all staff on board and working collaboratively together.

### Staffing News

- Mrs Julie Kirkland, our DHT (Thursday and Friday), has returned to her post in the school. Mrs Ashley Combe has started in the school as 0.6 DHT (Monday, Tuesday and Wednesday), and this will be reviewed at the end of the session. Calum Urquhart will remain in post as acting DHT and Lauren Feenan will take on the role of acting PT for the full week.

- Mrs Vari Cairns will finish up this Friday to begin her maternity leave – we are very excited for Vari and can't wait to meet Baby Cairns. At the moment, we have been unable to confirm cover and so we took a decision to use our PEF teacher Mrs Lisa Ferguson and Ms Sommerville to take over teaching the class in the interim to allow for a smooth transition and an element of continuity for the children. As Mrs Ferguson works to support children in their learning, this remit will be taken over by the SMT. We will review and hope to have a longer term plan by the time we return from Spring Break.
- Eddie will be absent from work until after Spring Break and has been replaced by Donella Black.

### **Garden/Outdoors/Repairs**

- Scotplay have repaired the broken part of the Trim Trail and it is available for use again. They have not yet invoiced us for the repairs.
- Julie Kirkland is meeting with Suzanne next week to discuss the garden and next steps and taking the garden forward. Julie is also meeting with a representative from SLC Land Services next Thursday to discuss instrument installation and design.

### **Spending**

- Lauren Feenan and the Play Working Party have revised the list of resources and we are ready to begin spending.

### **Points for Discussion**

- We are looking to review our school Vision, Aims and Values in light of a change of staffing, pupils and Parent Forum. We will consult all pupils, parents and carers and staff. This would be good to link in with the Parent Focus Group. We are doing this ahead of a review of our behaviour policy to ensure consistency throughout the school.

A huge thank you also has to go to Tesco in Burnside who have agreed to donate fresh fruit to the school every Monday until June which is great for all the children.

After the holidays Mrs Waddell is organising the developing young workforce week where pupils will carry out work experience and they will also be looking for parent volunteers to come into school and speak to pupils about the world of work. Primary 6 pupils have also had an opportunity to work with Camglen Radio.

### ▪ **Subgroups**

- **Events subgroup** – A huge thank you to everyone who was involved in the ladies night, especially Emma, Sara and Elaine. The event was a huge success and everyone had a great night with great prizes won. Information will be sent out soon regarding the 'shorts and shades' Disco and also the summer fair.
- **Communications subgroup** – Group are looking to refresh our website and are keeping on top of facebook and also supporting all of our upcoming events.
- **Garden subgroup** – No new update received.
- **Induction subgroup** – Everything is now organised and the only thing outstanding is that the group are waiting to see if the school can provide information for labels.
- **School Liaison subgroup** – Jen will advise this group what is needed going forward.
- **Campaigns subgroup** – The group are looking into a possible further parking event after Easter holidays.

### ▪ **Treasurers Report**

A copy of the Income and Expense report for the Parent Council was handed out and Lesley advised if anyone has any questions regarding the treasurer's report then you can contact her direct and she will be happy to discuss.

- **ICT South Lanarkshire Council**

Jayne, Councillor Brown and Jen met with Fiona Leggat from South Lanarkshire Council to discuss ICT and what South Lanarkshire could/should provide to the school and what the Parent Council could potentially supplement. There is no current plan for new equipment for the school so if anything the parent council would have to supplement this with their fundraising but any equipment purchased by the PC would also have to be maintained under a maintenance contract. A general discussion took place regarding what would be best for the school and what would be best for the PC to fund. Jen will consult with teaching staff and kids to see what they think/want and what they would use.

- **Match Funding Announcement**

Elaine advised that the company that she works for has kindly agreed to match any monies raised at the ladies night (except raffle prize money) which is absolutely amazing and doubles the profit made. There was £953 profit made at the ladies night. Everyone in the PC thanked Elaine for this as this is an amazingly generous offer which will make such a difference for our school.

- **Where now for our Parent Council?**

Jayne advised that she had check OSCR and that the Parent Council had raised an amazing total of £104,000.00 between June 2014 to June 2018. While it's definitely not all about the money it is an important part given everything that the PC can fund to enrich the lives of our children. It doesn't feel as though we are making the best use of the talent around the table and we need to look at what is sustainable for the PC and how to get more parent involvement.

Jayne asked members to think about what their expectations of being a member of the parent council are. Jayne advised that it would be great if everyone could do a little bit more but does appreciate that everyone is busy but it would lighten the load if more people were involved.

It was agreed that the sub group structure does work well but it is fizzling out a bit so needs to be looked at. Jayne asked as a group could we think about this and think where we go from here and this can be discussed in more detail at the next meeting. We may also look at the pc constitution again.

We can also look at advertising more of what the parent council does let the wider parent forum know more of what our achievements are as it could be that there may be a lack of knowledge of what the parent council actually have to fund.

All members have to have a think about this and bring some discussions back to the next meeting.

- **Any other business**

On behalf of other parents Joanne Simpson raised a complaint about the disrepair of the school football pitch. Parents are concerned that this is becoming quite dangerous for our children. Julie Kirkland agreed to look into this on parents behalf.

**Next meeting: 1<sup>st</sup> May 2019**

**Meeting closed.**