 **7th November 2019**

**PC Meeting**

 **MINUTES**

**Members Present:** David Bhella, Joanne Simpson, Lena Meloy, John Maguire, Councillor Robert Brown, Kelly Anderson, Pamela Armstrong, Ashley Miles, Louise Bradshaw, Emma McIntyre, Gail Wilson, Jayne Swanson, Lesley Carroll.

**Staff**: Jen Innes, Jill Ring, Julie Kirkland, Ashley Combe, Gary Mowat, Amy Munro, Zoe Gray, Jodie Collins, Lauren Feenan.

**Apologies**: Suzanne Morris, Vicki Campbell, Susanne Donachie, Lynne Cintron, Lisa Kelly, Marion McAllister, Jill Hamilton, Kimberley Boyce, Gayle Crawford, James Donachie, Councillor Margaret Cowie, Shellie Montgomery, Elaine Miller, Kim Wilson, Rachel Wylie,

* **Welcome**

David 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**
* **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**
* **Correspondence**

David confirmed that he had received notification of the Parents in Partners Conference which is to take place next Wednesday. This will concentrate on school based family learning. David will leave details on how to register for anyone who is interested in attending.

David confirmed that an e-mail had been received from the Co-op which confirmed that new funding will be coming in from them in the next few weeks.

Stonelaw PC has invited us to take a stall at their Christmas fair on 28th November 2019. A discussion took place regarding this and it was unanimously agreed that this would unfortunately not be possible as everyone would be working on out Christmas fair which is only two days later.

* **Head Teacher Report**

**Thank you!**

* Thank you so much to everyone on the Parent Council for organising the Halloween Discos. They were very well attended and a big success, we know the children had a great time.

**Staffing**

* Again, we have a number of students (both early years and teaching) starting with us over the next few weeks. We have a fairly fully calendar of students, with most classes due to receive one over the course of this session. We are always grateful for extra help and we are sure they will be a great support while they are here.

**Parents Helpers**

* We have put out a request with the November Newsletter for parent and grandparent helpers. We are looking for both one-off and more regular help, and we need to update our list of available people.
* The Cut and Coffee mornings have been a great success – thank you to all those who have come along – you are making great strides in helping us to prepare our Active Literacy materials.

**Pupil News**

* We have a pupil in the school who is very seriously ill, but who is making good progress and is being looked after by Glasgow Sick Kids hospital. Due to this, Room 3 are organising a fundraising day for Radio Lollipop, who do great work to support children during their hospital stay.

**Standards and Quality Report and School Improvement Plan**

**Learning and Teaching**

* All teaching staff have embarked on a Collaborative Action Research project with a focus on learning and teaching. Taking a focus from the teacher led Tapestry session, teachers will be working collaboratively in trios to identify an area to focus on and support progess and improvement through working together.

**Health and Wellbeing**

* We will be training two staff, Mrs Ring and Mrs Zabiega, in Emotion Works, an intervention programme for pupils who might need some additional support with their health and wellbeing. This will mean that they can run sessions with small, targeted groups in school.

**Inset Days**

* We have two inset Days coming up on 18th and 19th November. During these days we will be getting together all teaching staff in the learning community to look at ‘Learning, Teaching and Assessment: A Learning Community Approach’ which aims to set high standards for consistently good learning experiences across all the schools in our learning community. We will be meeting in Stonelaw for a session which will be run by Vicki Rice and Stonelaw’s Learning and Teaching Working Party.
* We have also booked Anne Love from love Autism to come into the school for a session on supporting learners with additional support needs. She will be running sessions for parents later on in the term.

**VSE**

* We have invited a team from headquarters into the school week commencing 25th May 2020 for a Voluntary Self-Evaluation (VSE). This is an example of good practice to support our school-level self-evaluation processes. We choose a focus area and evaluate ourselves (using How Good is Our School? 4). The team then come into the school and work with us to provide feedback as to whether they agree with our evaluations and to identify next steps. This should be a worthwhile and positive exercise.
* I was park of a VSE team this week in Woodpark primary School in Lesmahagow. This was a great opportunity to see and discuss practice beyond my own school.

**Upcoming General Election**

* We are very likely to be used as a polling place on 12th December, and, as such, we have made some changes to our calendar of Christmas events. These changes were shared with parents in our November newsletter today and we will confirm the changes one arrangements for the election have been finalised.

**Christmas Cards**

* This has yet again been a very successful initiative, we have received a lot of orders and have made around £600 in profit, all of which will go into our school fund.

**Primary 7 STEM**

* Our Primary 7s have visited Stonelaw yesterday to present their STEM projects to a group of STEM experts. Our pupils were highly praised for their work, and two groups were awarded trophies for their efforts. We were very proud of all our pupils and the hard work that went into these projects.

**Sky Academy**

* Our Primary 5 classes are very much looking forward to visiting the Sky Academy over the coming weeks, and we are looking forward to sharing their learning with them at their assembly at the end of November.

**Cinema Visits**

* Our classes are looking forward to their cinema visits tomorrow and next week. This is always a big treat for pupils and they will enjoy the shared experience.

**Pizza Express**

* Both our P7 classes have attended sessions at Pizza express in East Kilbride, developing their skills for learning, life and work. Staff were terrific with the pupils and they all came back with their own pizzas.

**Class Assemblies**

* We have a number of class assemblies planned before Christmas. We look forward to welcoming parents, carers and families along to celebrate the learning in our classes.

**Sporting Events**

* We have a number of Primary 6 and 7 pupils competing in football, netball and athletics festivals. We are delighted with the sportsmanship on display. We also have a sponsor for our football strips – thank you to James Donachie, who has kindly agreed to be a sponsor.
* We also have a large number of after-school and lunchtime clubs running. (Tracking)
* Two of our pupils, Calum and Chloe, attended the SLC Schools Swimming Championships in Larkhall last night. They both achieved personal bests on the night which was a fantastic achievement.

**Book Week Scotland**

* Book Week Scotland runs from 18th to 22nd November. Pupils will be participating in a range of book and reading-based activities during the week.
* We will also be using this as an opportunity to launch our Book Bug and Read, Write, Count bags for Primary 1,2 and 3 with our ‘A Book, A Brew and A Bite’ session running each day during the week.

**Breakfast Club**

* Education Support Services are still liaising with Education to iron out the finer details of getting our Breakfast Club up and running. We have gotten to grips with some of the practicalities of running two clubs together, but are now looking at staffing. I am meeting with someone from HQ tomorrow to discuss how we can take this forward in a timely manner.

**Stonelaw Church**

* Stonelaw Church have had an interior overhaul, removing their pews and replacing them with seat. Unfortunately, this may impact on the number of people who can attend events. We will be visiting the church over the next few weeks to assess how we will work this for our school events.

**Garden**

* We have received an additional £1400 from the CO OP for our garden fund.
* Julie will provide a detailed update.

**Discussion Points**

* Christmas Concerts – ticket allowances
* **Burnside Community Council Micro grant**

David advised that BCC has 10 x £500 grants available for community funding a discussion took place regarding what community event we could potentially host and apply for the grant for financial assistance – events like a VE day celebration and school birthday party. After a full discussion took place it was agreed by members present that we would look to do a birthday party for the school as it is the school’s 70th birthday in 2020. Further discussions will take place with Jen Innes regarding this and proposals for dates etc. and it can be discussed at the next PC meeting.

* **Parent Survey Update and Summary**

David advised that Suzanne Morris had gone through the survey results and suggestions and produced a summary document. David ran through the summary document and confirmed that the main recommendations were:

1. Better promoting of PC meetings - using the school app to send the agenda & links to the minutes out.
2. Better communicating through Newsletters/updates on FB/School App - we need to agree on the routine of a newsletter and what format it should take.
3. Sharing needs/demands across the subgroups at PC meetings. Rolling item on the agenda?
4. Restructuring of Sub-Groups
5. Improve sign up mechanisms beyond P1 parent induction.  Suzanne agreed to look at electronic sign up forms.

A general discussion took place and it was agreed that Lesley would summarise the financial statement which would now be going out on the school app/facebook along with the meeting agendas and previous minutes to try and give everyone and idea of the topics discussed and the fundraising that is done by the PC and the amazing things it allows the school to do with the children. A discussion on how to promote the membership of the PC was also discussed in detail and it was agreed that we could look at pulling together a leaflet and looking at having a PC presence at each school event that takes place. With regards to the subgroup structure changes and groups now being joined together this was discussed and everyone present though that this was a good idea going forward.

This work will be on-going.

* **Subgroups**

**Events subgroup** – Group confirmed that they are on track for the Christmas fair. Kelly asked Jill Ring for some P7 volunteers to help on the day and Jill advised she would arrange this. On 19th November we need as many volunteers as possible to come along to help make things up for the fair and as usual this event will be held at Jayne’s house. A message will also be put on facebook and the school App regarding bric-a-brac and the dates it has to be handed in.

**Communications / Campaigns subgroup** – Comms group advised that the volunteer forms are in and the leaflets for the Christmas fair are out for printing. Campaigns group has not met yet but will be continuing to work on safer parking and any school priorities going forward.

**Garden subgroup –** Group met just before the meeting and Julie Kirkland advised that she now has the name of the landscape designer who she will be meeting with to design what we are looking for the whole garden. This will include the football pitch and garden storage. Then we can look and see what additional funding would be needed to complete this. Julie asked OC member to think about form a parents view what we would like to see in the garden and advised she will also be linking in with pupil council for a wish list.

**Induction / Uniform subgroup –** Group will focus onorganising the donations of uniform and organise volunteers to help with this. Group requested the purchase of clear plastic boxes to help with this.

**Funding /** S**chool Liaison subgroup –** Group has stillto meet and agree plans going forward. Lesley will arrange this with Jen Innes.

* **Treasurers Report**

A copy of the Income and Expense report for the Parent Council was handed out and Lesley ran through the report. If anyone has any questions regarding the report then please contact her directly and she will be happy to discuss. Lesley also confirmed that the accounts are still with the independent examiner.

* **Any other business**

Kelly confirmed that she has the school Christmas tree and will arrange to get it to the school so it can be put up prior to the Christmas fair.

Joanne raised an issue on behalf of a parent regarding the changes to the way homework is completed. Jen Innes advised that the change to the homework was taken from the feedback from the parent’s night consultation on homework.

 **Next meeting: 6th February 2020**

**Meeting closed.**