

## Crosshouse Parent Council (“PC”)

Meeting Date – Wed 20<sup>th</sup> February 2019

Present - Isabelle Murray, Claire Steele, Tracey Graham, Jen Reed, Fiona Mackie, Keilly MacDonald, Lynne Nicholson, Andrew Brodie, Jacqui Galloway, Lara Tolland, Geri Grey,

Councillors-

Co-opt- Sheila Nicholson

Parents- N/A

Guest- N/A

Apologies - Archie Buchanan, Gillian McGarry, , Gayle Hall, Lisa Leslie, Carolanne Barkley, Michael Owens, Claire Ashwood, Fiona Dryburgh

### Parent Council Meeting

✓ **Welcome and Apologies**

Claire welcomed everyone to the PC meeting and apologies were noted.

✓ **Review of Outstanding Actions & Previous Minutes**

Previous minutes agreed by all parties. All confirmed that they were happy to approve via email. Updates were provided on all actions.

Aug 10- Clean up Crosshouse date agreed for Sunday 9<sup>th</sup> June– add to the agenda for next PC to discuss further.

Jan 05: update in Cost of a School Day below.

✓ **Financial Review**

No financial update in Carolanne’s absence.

PC requested some funds for end of term awards from the fund-raising committee.

✓ **Head Teacher Report**

Isabelle walked the PC through the new investments funded by PEF. The PC were shown the new indoors play-area, infant cloakroom, sensory room and Isabelle described the new Chromebook plus Sumdog literacy purchases.

Big focus on outdoor learning for the next term. Children will be allowed to play in the full playground, have access to the grass and the school have ordered items for the outdoor play area.

Lara talked the PC through the working party on the Curriculum framework. Lara took the PC through the survey results from November- 80% of parents knew what the curriculum was which was a fantastic result. 70% of parents advised that they wanted the information to be delivered with their children at a workshop during the school day.

P4-P7 Children were surveyed too- over 50% of the children could identify curriculum as their learning.

Next step is how the working party will share the framework.

✓ **Cost of a School Day**

Geri advised that there is a Lanarkshire Uniform Bank called Back to School bank. They have a Facebook page that parents can access directly. Geri/Sheila to find out about the possibility of a uniform swap shop via the churches/foodbanks.

World Book Day costumes – stall to be set up in the dining hall for Monday at 2.30pm (Sheila has agreed to man this).

✓ **Feedback from Pupil Council**

Claire confirmed that there hasn't been a Pupil Council since the last PC. Next Pupil Council meeting is at 2pm on Friday. Claire to attend.

✓ **Parent Council Improvement Plan- communication**

Claire took the PC through the PC improvement plan- communication. Actions all completed now.

Term newsletter due to go out next month. Claire asked the PC for suggestions and the following were covered:

- Car park
- Internet safety meeting
- Clean-up Crosshouse

Claire suggested that we issue the PC survey again in May and compare results to last years.

✓ **AOB**

Amendment to the constitution to be put through to change the AGM to June. All PC members agreed.

**Date of next meeting: 24<sup>th</sup> April 2019**

## OPEN ACTIONS

Action Ref:	Action	Owner	Status/ Due Date
Jan 01	Put information about how to apply for grants & free school meals etc onto the FB page (to be actioned near the new year)	CS/LL	01/06/19
Jan 05	Look into the uniform swap shop	LN/SN	24/04/19
Feb 01	Isabelle to let Claire know when the next workshop dates are	IM	28/02/19
Feb 02	Let to be put in for Sunday 9 <sup>th</sup> June 2.30 for Clean-up Crosshouse event	TG	22/02/19
Feb 03	Tracey to let fundraising committee know the costs of the Clean-up Crosshouse let	TG	24/04/19
Feb 04	Jacqui to check if fundraising committee are happy to pay for the let costs	JG	24/04/19
Feb 05	Add Clean-up Crosshouse to the next PC agenda	TG	10/04/19
Feb 06	Claire to confirm how much funds are needed from the fundraising committee for the end of term awards	CS	25/05/19
Feb 07	stall to be set up in the dining hall for Monday at 2.30pm for World Book Day uniform donations (Sheila has kindly agreed to man this for the PC).	SN	25/02/19
Feb 08	Isabelle to send out a note to parents to let them know about the World Book Day stall	IM	22/02/19
Feb 09	PC survey to be issued again in May	CS/TG	01/05/19
Feb 10	Amend Constitution and issue for approval	TG	22/02/19

## CLOSED ACTIONS- 2018/19

Action Ref:	Action	Owner	Status/ Due Date
May 02	Work with Pupil Council on raising awareness of car parking health & safety concerns	CS	Completed
May 12	School to present what they are doing on mental wellbeing at the next PC meeting	IM	Completed
Sept 01	Closed actions to be archived	TG	Completed
Sept 03	New signatories to be completed for next month.	CS/CB/LL	Completed
Sept 04	PC board to be created at visitors area	CS/TG	Completed
Sept 05	Provide feedback to parent who highlighted the shoe box appeal	CS	Completed
Sept 02	Caroline Lawson to be provided with spreadsheet and all necessary back-up paperwork to enable her to audit the books	CB	27/09/18

Action Ref:	Action	Owner	Status/ Due Date
Oct 01	Carolanne to forward all financial paperwork to Mrs Mason for her to complete the accounts audit	CB	Completed
Oct 02	Leaders of each improvement plan group to email Tracey Graham with dates for the next meetings	IM	Ongoing
Oct 03	TG to update photo on newsletter and issue to Isabelle for review	TG	Completed
Oct 04	Tracey to issue minutes to everyone after Isabelle & Claire have approved to get final approval	TG	Completed
Oct 06	Gillian to provide feedback to John Wilson photography and copy Isabelle on the email	GMc	Completed
Oct 05	Arrange for a lanyard for Sheila	CS/TG	16/01/18
Nov 01	PC have been asked to go away and find out a little more about the cost of a school day	All	16/01/18
Nov 02	Mrs Tolland to present at next months PC on Cost of a School day	LT	16/01/18
Nov 04	Isabelle to present more on SAF (Scottish Attainment Fund) at January PC meeting.	IM	16/01/18
Nov 05	Tracey to ensure that PC agenda and minutes is sent to Isabelle separately to ensure it can be issued to parents.	TG	09/01/18
Mar 02	Agreed that PC members to email Tracey to add anything to the agenda	ALL	Ongoing
Mar 03	School to review options on how to raise awareness round autism and discuss at next PC 29/8: Will be included as part of annual family learning	SS/IM	Ongoing
Aug 10	Look into getting the Let for Clean-Up Crosshouse free of charge	GG	01/02/19
Nov 03	Look into the PC running an internet safety event for parents  29 <sup>th</sup> May @ 6.30pm parents/carers only plus quick PC meeting afterwards.	CS	Completed
Jan 02	Everyone to send on availability to support the Parents Evening	ALL	Completed
Jan 03	Put a reminder on each week to remind children to return school library books by a Wednesday.	CS	Completed
Jan 04	Make sure that the PC highlight the benefits of coming along on 28 <sup>th</sup> Jan to the curriculum event via FB page and any verbal communications	CS (FB) All	Completed