

## Muiredge Parent Council

### Minute of meeting and AGM

3rd October 2016

**Present :** Leigh Miller, Jen Watson, Cllr Maureen Devlin, Cllr Anne Kegg, Morven Bell, Kerry Sutcliffe, Simon Stephen, Ian Letham, Janette Hamilton, Laura Devers, Alex Mavroeidi, Jen Keenan

**Chair :** Jenny Dickson

**Clerk :** Amanda MacGregor

**Apologies :** Cllr Jim McGuigan, Claire Butcher, Margaret Spalding, Nancie Gunson, Rhona Ritchie, Efric McNeil

	Action
JD thanked everyone for attending	
<b>REVIEW OF ACTIONS</b> <ol style="list-style-type: none"><li>1. Parents in playground letter - reviewed and updated on website</li><li>2. Parent awareness of budget issues - included in HT newsletter and PC newsletter, ongoing awareness identified</li><li>3. Fundraising - Agenda item</li><li>4. PC Communication letter - done and on website</li><li>5. School electronic communications - email address details being checked by the Office and some issues now resolved. LM has reviewed other schools in SLC who do not appear to have anything better and some using even less electronic communications. Suggestion of class rep (Parent) to receive emails and attachments, and forward to list of Parents and contacts, outwith school system. Agreed a Pilot would be introduced with Alex M (P2 Rm 4) It was noted that the PC Facebook page now had 180 followers. MB suggested a sponsor could be identified to assist with cost of hard copy prints, where required.</li><li>6. Walk a mile - LM confirmed this meets Physical Education criteria as fitness is increased and provided progress can be tracked. This will be developed further for MPS to participate in the Mission X project National initiative where distances will be formally tracked in a space theme with wider learning.</li></ol>	LM/AM  MB
<b>AGM ITEMS</b> <p><b>Review of 2015/16 activities :</b></p> <p>The recent PC newsletter included the key activities from 2015/16 and had been distributed. These included supporting the return to Muiredge, the HMI Inspection and HT recruitment, improved communications to Parents, engaged with Pupil and Green Council, and various fundraising and social events.</p> <p><b>Accounts :</b></p> <p>KS presented the 2015/16 accounts and added that £3966 had been raised with £3206 spent on various items identified by the school. The balance of PC funds was currently £4165.64 including around £1500 contribution from the Annual fete. The rest of funds</p>	

<p>raised were from Christmas cards, the Legacy tree, the Ceilidh, Easyfundraising and two discos</p> <p>The accounts had been audited.</p> <p><b>Office bearers:</b></p> <p>JD confirmed she was happy to continue as Chair for 2016/17, and KS as Treasurer.</p> <p>AM confirmed her intention to step down as Clerk and will continue until a replacement is identified.</p> <p>CB has decided not to continue as Vice Chair and Morven Bell and Laura Devers agreed to do this on a joint basis.</p>	All
<p><b>HEADTEACHER'S UPDATE</b></p> <p><b>Staffing :</b></p> <p>2 DHT posts are being resized and will be advertised soon - Jen Watson continues acting DHT in meantime, however there is one position unfilled. Yvonne McKegney was doing some additional hours to assist resourcing until Christmas, however lack of cover still persists at SLC level.</p> <p>Music support for the Choir is being provided by a local ex-teacher, and will be taken by Mrs McKechnie. It is likely this will be after school due to availability and other classroom commitments, for P4 and up.</p> <p><b>Improvement plan and educational priorities :</b></p> <ul style="list-style-type: none"> <li>• Literacy - Roald Dahl activities have been very popular, and the Scottish Reading passport challenge has been adopted for P1 - P7. Online access to a wide range of recommended texts was available for £500 however hard copy cost and availability of second hand copies would be investigated first. It was also suggested that online books could be accessed at no cost using individual library cards.</li> <li>• Literacy - new handwriting and grammar books had been purchased and presentation skills were being worked on</li> <li>• Literacy - staff are creating packs to develop higher order reading skills to be sustainable longer term. Reading material and guides being purchased for Pupils requiring additional support - this may need PC funding to assist.</li> <li>• Challenge start 9 - 9.30 for every class implemented and being reviewed</li> <li>• Learning buddies for Higher order reading and Mental maths, supported by British Gas are being arranged.</li> <li>• Teacher peer reviews taking place and will be ongoing</li> <li>• Additional support being restructured around staged intervention planning and review meetings</li> <li>• Recent nursery Care Commission report was good with recommendations being implemented</li> </ul> <p><b>Other items :</b></p> <p>Meet the teacher - general feedback was good though some Parents commented they did not get the opportunity to speak with teachers. This would be reviewed for next time.</p> <p>Bake off - was a great success with £112 raised and all children enjoyed the event</p>	LM

<p>Tesco healthy eating initiatives now taking place in some classes</p> <p>The Pupil Council had now been established and House Captains had been elected. Parent support is welcomed with Pupil and Green Councils (tbc).</p> <p>Mrs Lee continues with the Garden project and recycling.</p> <p>The Sandpit development is underway with donations of materials received via two parents - this would be recognised in the next HT newsletter.</p> <p>Official school opening - planned for 19<sup>th</sup> December, further details to be provided</p> <p>School photos - it was felt the P1 photo would have been better if all the P1s had been included, rather than classes as the composite P1 class photo only had 8 pupils. This had been discussed with the photographer and it was not possible to include all 54 P1s together.</p> <p>Chaplaincy - dates being confirmed</p> <p>Class spotlights - would be updated after the October week. Some pupils higher up the school are involved in this, and it was noted that a new website is being investigated which would be better for Pupils to get involved.</p> <p>Homework - it was felt that where homework is issued for the week then it is much better for Parents if the work could be submitted on Fridays. Some classes were currently working to a Thursday return. There was a query around the timing of the Roald Dahl homework and clarification on when Pupils were expected to bring in items made at home. LM to investigate.</p> <p>Snagging repairs would be carried out during the October week.</p> <p><b>Communications:</b> The October newsletter is being prepared (now issued) A new website is also being considered which would be easier to update and maintain.</p> <p><b>Budget and school funds :</b></p> <p>LM advised the £2883 available for materials and equipment has been fully committed and a list of further requirements would be discussed with the PC. A letter is being prepared for all donors who contributed to support the return to Muiredge. Enterprise week - the Bob a Job initiative which took place last year is being reviewed and may be replaced by a class wide Dragons' Den style challenge.</p>	LM
<p><b>FUNDRAISING/SOCIAL</b></p> <p>Plans for the Race Night are in place though ticket sales are lower than expected. JD agreed to put a further communication on Facebook promoting the event.</p>	

<p>Fancy dress disco - plans underway for Thursday 27<sup>th</sup> October with same format as previous years. Cost will be £2 and a small tuck shop will be provided. A flyer would be issued shortly.</p> <p>Any Parents willing to get involved were encouraged to contact the FAST team.</p> <p>MB is working on a new leaflet for the donor tree designed to target ex pupils and further community interest. This had also been promoted on the Uddingston community Facebook page.</p> <p>LD advised the Christmas card sheets would be distributed soon with returns required by 27<sup>th</sup> October.</p> <p>Summer fete - awaiting update from Fete committee on St John's support and potential change of date.</p>	
<p><b>PARENT WORKSHOPS</b></p> <p>It was felt that Parents would benefit from workshop to be able to provide further support at home. LM will speak to the learning community to see what exists. JD to get in touch with a few of Monday's attendees to ask for a steer on what it is that Parents would find helpful.</p>	
<p><b>AOB</b></p> <p>Items carried forward to next meeting : Healthy snacks</p> <p>Next meetings : November 7th January 23rd March 13th April 24th May 22nd</p>	

Item	Summary of actions	Owner
1	Pilot class rep email distribution system	LM/AM
2	Investigate sponsor for hard copy printing	MB
3	Identify Clerk replacement	All
4	Investigate hard copy book donations for Literacy challenge	LM
5	Investigate timing of homework returns	LM
6	Parent workshops - identify more specific requirement and investigate other areas which may have experience in this area	LM/JD
7	Items carried forward : Healthy snacks	