

**Garrowhill Primary School Parent Council Meeting**  
**20<sup>TH</sup> SEPTEMBER, 2016 6.30 p.m. - 8.00 p.m.**

**Present:** Alasdair Cameron AC (Chairperson)  
 Grant Andrew GA (Vice Chair)  
 Linda Logue (Head Teacher)  
 Tracy Byrne TB (Teaching Staff Representative)  
 Shona Hynes-Paterson SP  
 Angela Patrick AP  
 Lawrence Hay LH  
 Amanda Giraud AG  
 Stuart Arthur SA  
 Alan Young (Depute Head Teacher)  
 Diane Cunningham DC  
 Sarah Jane Lafferty SR  
 Deborah Black

**Apologies:** Mel Kincaid MK  
 Lee Marnock LM  
 Stuart Forrester SF  
 C. Chatterton CC  
 Robin McChesney RMcC  
 Malcolm Cuthbertson MC  
 Nicola McGrath NMcG  
 Judith Rennie JR  
 Christopher Doran CD  
 Amanda McCafferty AMcC  
 Gillian Dickson GD

**Minutes** Angela Patrick

1. **Welcome**
2. **a) Apologies**  
 Apologies were noted.
- b) Review Previous Minutes**  
 The previous minutes from 7th June were reviewed by the members and approved by Amanda Giraud, seconded by Grant Andrew.

<b>Action</b>	<b>Who</b>
<p>Prepare a simple account statement for the Fundraising Committee Account for each Parent Council meeting.</p> <p>Garrowhill Fundraising Accounts will be prepared by SA. AC will carry out the audit.</p> <p><i>Update September 2016: AC given accounts to be audited</i></p>	AC
<p>The cost of the school day. The group agreed to aim to have some initial observations for the next meeting of the parent council.</p> <p>Update September 2016: AG advised didn't think they had a need to issue survey now as the school website has been updated with lots of useful links for parents. LL advised staff training done on in service days around this. Concern is that if any actions came out of survey could these be followed up. School already deal with parents on a 121 basis with sensitive issues. AC asked that group reconvene to confirm survey does not need to be issued.</p>	AY/AG/LMcL/LH & SP

<p>AC's general feeling is zig-zag lines need to be re-drawn appropriately. Collett will look into this. Application was made in January 2015 re zig zags. AC contacted Councillor David Turner regarding extending the zig-zag lines on Maxwell Drive - approval has been granted. AC will contact D. Turner for an update.</p> <p>Update September 2016: Zig zags on Maxwell Drive are sufficient however signage has to be addressed</p>	
<p>Leaflet - will require to be signposted on the website</p> <p>Update September 2016: Leaflet to be passed to PH for uploading to website</p>	Philip Halewood
<p>Look into the possibility of obtaining funding for the school. We could apply to the Trade Halls. Asda also offer sponsorship.</p> <p>Update: September 2016: Area funding grant is used. Unsuccessful with most grants, however always apply for what we are eligible for.</p>	
<p><u>Website</u></p> <p>AC requested that Parent Council minutes be posted on the website.</p> <p>Update September 2016: Ask P Halewood to post minutes of any meetings on to website</p>	AP

### 3 Head Teachers Report

#### 1. Campus Update

There has been difficulty with the landscaping contractor for phase two of the development. A new contractor has been appointed and tons of top soil replaced around the pitch. Turf has also been used around the senior picnic area to help with maintenance.

The site of the old school still has work to be completed and this is scheduled for the October holiday.

The school will then be on a maintenance contract with LES

Zig Zag lines have been reviewed and found to be satisfactory on Maxwell Road although new signage is needed.

#### 2. Staffing

School roll now at 426, 16 classes. Drama area now used as music room

We have two new permanent members of staff; Miss Stronach and Miss McEwan. Two newly qualified teachers; Mr Steven and Miss Salveta. Miss Wilson has been allocated to the school on a temporary basis until needed elsewhere.

Mrs Beastall has now joined us working Monday to Wednesday.

#### 3. SMT Remits

DHTs: LB Pastoral care P1-3, positive behavior, learning & teaching, Health and expressive arts.

DHT: AY: ASN coordinator, Learning & Teaching P4-7, Pastoral care P4-7, numeracy

PT: Mrs Vickers; Literacy(reading), science, social studies

PT: Mr Halewood; Outdoor Learning, ICT and technology, science

#### 4. Budget

MyPrint Refresh took place in October 2015 with all establishments receiving new printers as part of an agreed package with Xerox intended to reduce costs across the school estate. In April approx. £1400 was top sliced from material budget to cover costs. Another £2200.00 has been taken from our budget in September to help meet a £900000 bill received. This amount is not based on the last year's usage but on 14-15 usage data. This is disappointing for us as we have taken steps since 2014 to reduce worksheet and workbook use. This annual cost is not sustainable and we will now be taking significant action to reduce print costs including all news being published on-line and home learning logs published in the class area of the website. Arrangements will be made for families who

cannot access the web.

#### 5. Standards and Quality Report and Improvement Plans

The S&Q report will be available after its submission on 30<sup>th</sup> September

Full copy of Improvement plan should be available on website this week

Priorities for 2016-17:

- Inclusion: the attainment challenge. This will focus on attunement, resilience and social relationship building. A key aspect of this work will be family learning projects to support parents in understanding and engaging with learning in literacy and numeracy and its application across the curriculum
- Literacy: phonics, spelling, reading, writing (need evidenced in self-evaluation)
- Assessment & moderation: implementation of revised policy in assessment and tracking progress using ES progression frameworks for all areas

#### **4. Fundraising Committee Report**

Balance currently £1203.10. Events for the next year include- Halloween and Spring Discos, Christmas Cards, Christmas Hamper, Burns night and Spring Fayre. SA looking to stand down from Chair and no one to fill position. Only 8 members currently, and looking to absorb into Parent Council with a project manager being appointed for each event to control matters. Treasurer and Secretary willing to remain.

Agreed that fundraising committee will now come under Parent Council but we will have representation present at parent's night to try get pool of names for those willing to help out at events. GA will look at newsletter which is on website to pull together flyer to hand out. Teachers and pupils can also be more involved at events and any fundraising ideas from pupils can be voiced.

Action: LH to give view at next meeting on how the project manager position worked for Disco
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#### **5. School Improvement Plan / Standards & Quality Report**

See update in head teachers report

#### **6. Communications**

The Cost of The School Day – updated action above.

#### **7. AOB**

P6/7 trip which is usually to Dalguise has changed to Lochgoilhead due to staff feeling that the accommodation standards were tired and toilets run down. Children will still enjoy and it will be a different experience for those who have already been to Dalguise.

School will be holding a Zumba fundraiser day in October.

School captain and Vice-captain have requested if they could attend the next Parent Council meeting-all in agreement that they get invited to next meeting.

#### **8. Date and Time of Next Meeting**

**29<sup>th</sup> November 6.30-8pm**