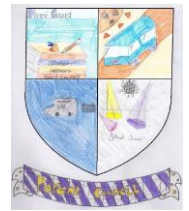
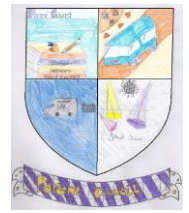




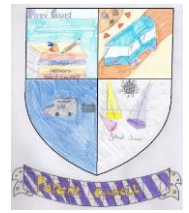
SIMPSON PRIMARY SCHOOL & NURSERY CLASS



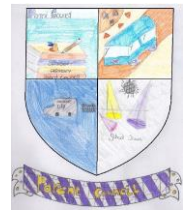
Name of Meeting:		Simpson Primary Parent Council – January meeting Extraordinary General Meeting	Date of Meeting:	22-1-19
Present:		Lynne Buckner (Chair), Marion Pirrie (Vice Chair), Nicola Ferris (Head Teacher), Patsy Thomas (Treasurer), Robyn McCarroll (Events), Craig Jones, Lianne Docherty, Alison McDermott, Councillor Harry Cartmill, David Rarity, Bryony Dandie, William Boyle., Brian Weir, Louise Leslie, Catherine McCarthy, Kirsteen Steven		
Apologies:		Debbie McComb (Treasurer), Kevin Bell (Newlands), Fiona Byron, Mandy Woods, Councillor John McGinty, Donna Leslie (Newlands), Alan Petrie, Vivienne Bell, Carolanne Cicero, Helen Gallacher, Silvia Small, Heather Kalis, Jools Robertson, Sam Allen, Julie Wallace, Veronica Darling, Isla Bowden, Annemie Breesch (Secretary), Neil Hargreaves, Samantha Webb		
Agenda:		<ol style="list-style-type: none"> 1. Welcome, Introduction & Apologies 2. Previous minutes 3. Constitution and Code of Conduct 4. Headteacher Report 5. Chair Report 6. Finance Report 7. Events Update 8. Newlands Update 9. AOB 10. Close of Business 		
Agenda No	Agenda Item	Actions Required	By Whom & Target Date	
1	Lynne welcomed everyone and ask for everyone to introduce themselves and gave apologies. Those who sent apologies also submitted their vote for changes.			
2	Minutes of the meeting approved with no changes required. – following apologies had been received but not recorded: Helen Gallacher Following attendee had not been recorded in the previous minutes: Fiona Byron			
3	Change to Constitution and Code of Conduct included.			



	<p>On advice from Connect, including a Code of Conduct (CoC) to the constitution was proposed. By becoming a member of the Parent Council committee, you are signing & entering into an agreement to up hold the terms of the code of conduct.</p> <p>The suggested Code of Conduct and the original constitution, which included the proposed amendment highlighted with tracked changes, were distributed with the agenda 2 weeks prior to this meeting to allow adequate time to review.</p> <p>The revised and approved constitution will be distributed with these minutes.</p> <p>Votes Received: For 21, Against 1</p> <p>PC asked for a spell check to be done on constitution before final draft is made.</p> <p>Discussion around wording as felt it was a bit restrictive and strict. One particular area highlighted was the line to all address the chair as not how we run our meetings .It was discussed that this to ensure everyone has an opportunity to speak and to avoid anyone being spoken over rather than permission to speak being required.</p> <p>Another line was around social media and Office bearers not being allowed to be negative as it was felt as parent all should be allowed to air their grievance. It was further discussed that it may not be appropriate to post negative views online if you are representing the school and PC.</p> <p>All agreed that this should be looked at before the next AGM to consider a change in wording on those areas. Also agreed that going forward before every AGM the Code of Conduct would be reviewed annually</p> <p>to ensure it is still in-line with the current version held by Connect.</p> <p>All agreed wording around holding AGM would be changed to say AGM to happen by end of September.</p> <p>.</p>		
4	<p>Finance Report</p> <p>Bank balance is sitting at £11,037.07 but some money still to come out which is: Christmas cards £1,600 and Buses (Approx) £3,500 Leaving £5,937.07</p>		
5	<p>Head teacher report</p> <p>Mrs Ferris shared she has had a challenging start to her role as head teacher due to staffing issues with</p>		



	<p>6 staff down meaning the leadership team are all covering classes. Mrs Rainey has left and new teacher, Mrs McKinlay starting Monday 28th Jan but up until then Mr Weir has been covering the class. Leadership team made up of two Principal teachers (lost one) Mr Weir and Mrs Dandy and a new Deputy Head Mr McCallum McKay.</p> <p>Events School have the Scottish Poetry Competition 1st Feb Burns Supper Polar Academy Dress down day fundraiser (Friday 1st Feb) – Children to dress "wintery". Supporting Bathgate Academy fundraiser as an ex pupils has been chosen to be part of the expedition.</p> <p>Mrs Ferris and team are working on a Family Learning Pilot which is about to be shared with the school through a leaflet. This will be a 4 block session and will help with Growth, Emotions and supporting both Maths and literacy. Mrs Hunter will be leading on the sessions and if popular will look to do again. Sessions will be on a Wednesday 5.30 to 6.30. PC shared the time may be hard for some parents to attend due to work commitments but Mrs Ferris explained it's only a pilot and there will be an electronic form coming out to all parents which will include an ask parents for time preferences.</p> <p>The Council has asked Mrs Ferris to meet with parents to cover a Parental Guidance Survey. Catherine McCartney, Lynne Buckner, Alison McDermot and Lianne Docherty all volunteered to attend Thursday 24th Jan at 11am. Robyn McCarrol, Patsy Thomas both volunteered to go on the Tuesday 29th Jan after school pick up. PC will also put on facebook to ask other parents to attend.</p>		
6	<p>Chair report</p> <p>Wish list from school totals £11,500 which is:</p> <ul style="list-style-type: none">• Initial Playground work(Permanent play markings) £5,000• Nursery for All in one waterproofs £1,000• Buses £4,000• P7 Leavers £400 and		



- £100 Misc

Lynne asked if the parent council would vote to give the school £5,000 now rather than wait until the end of the year so the school can start work immediately. Initial work will look at marking areas in the playground to help children with ideas for games like Hop Skip Jump, Phonics and help their imaginations. Further work planned included a quiet area with seating and football specific areas. Before Parents voted questions were asked why the PC couldn't ask parents to do this or find a cheaper company but Mrs Ferris explained due to Health and Safety it has to come from a Council recommended company but would ask the question again when she meets with the Health and Safety officer at West Lothian Council.

Parent Council voted with a unanimous Yes to give school funding immediately and the hope is can raise a further £2,000 before the summer to invest more in the playground.

It was discussed that any money in the account should be spent at the end of the year rather than carried forward with the exception of what is required for general administration.

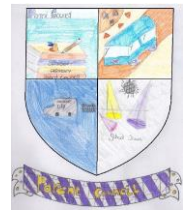
Mrs Ferris asked to provide before, during and after pics that the PC can share on Facebook.

It was felt the PC should be sharing a lot more about what they are fundraising for as parents might be more willing to give. Lynne shared a newsletter is being pulled together to share all the information which should be available for the beginning of February.

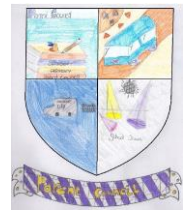
PC suggested the school look at community service groups, prison groups or local college to help with some of the ambitions for the garden area including an allotment space. Mrs Ferris will look into this idea further.

Lynne shared the PC would like to pay for Puddle suits for the nursery but questioned if the PC could buy the suits rather than give the money as can get cheaper so getting the school more than they can through preferred site. Mrs Ferris happy for Lynne and team to look at cheaper options. Mrs Dandie to provide the puddle suit specifications for PC to research cheaper options.

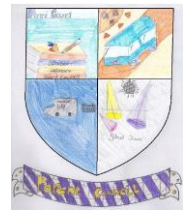
Parent asked why the PC pays for the buses and it was explained it make it inclusive for all children as to do the outings without would mean roughly every child being charged £10 compared to the cost of £2/£3. Nursery this year will get an indoor treat rather than an excursion away. This is one events which all children are eligible to participate in and is something the parent council can provide to "give back" to



	<p>demonstrate the appreciation for the support with fundraising throughout the year.</p> <p>Tesco application is going to be worked on by Marion so ready to go in the hope can go for funding in September to give next sessions team a head start with fundraising.</p> <p>Lost Property has been cleaned and sorted and there will be an Amnesty for anyone missing clothes to <u>pick up before or on the 1st February</u>. Anything non labelled and non school branded not picked up will go to the school bank. School will have clothes in foyer in time for breakfast club until 1pm on Friday 1st Feb.</p> <p>All branded school wear will be sold for a donation at the next parents evening. A honesty box will be put out for parents to add a donation for the items.</p>		
7	<p>Events update</p> <p>Xmas Fayre was a success raising £3,643 and school stalls raised £1,200. Challenges around organising the event including getting enough volunteers. Robyn will write up a checklist to handover for future Xmas Co-ordinators which will also include "lessons learned" for guidance some changes that Robyn would suggest are:</p> <ul style="list-style-type: none">• Raffle – have a smaller amount of prizes or perhaps a really good tombola so prizes go at the time on the day• Bottle Stall really successful and would put more bottles on this.• Didn't feel the need to bring outside stalls and would do more of the PC own stalls meaning more money would be raised.• Food was popular but cooking was challenging and felt more Pat tested equipment needed. Caterer previously used wasn't known to Robyn. <p>Robyn or a volunteer to look at an event for after Easter after Newlands fundraising.</p> <p>Viv Bell organising Spring Discos on 12th and 14th March Dress down day planned for 5th April.</p>		



8	<p>Newlands Day update</p> <p>Donna and Kevin looking at additional fundraising for Newlands day 22nd Feb – Movie afternoon with 1st Harry Potter film. More details to follow. 29th March – Race night</p> <p>Spring event – Carboot sale or spring fayre (Confirmed after the meeting this would be an event to raise for PC)</p> <p>Questioned asked in Newlands has a budget and Lynne explained they get £1,000 from PC and anything raised from above events they can use and any money left comes to PC. Parents asked if an overall budget should be set.</p> <p>Councillor Willie Boyle said he would support Newlands again with a donation from his disbursement fund if the Council allow funding as waiting to hear if they have any restrictions on spending.</p>		
9.	<p>AOB</p> <p>Digital Learning Kirsteen Steven shared her concerns around digital learning at the school or lack of and shared her own experience at the school she works at. Mrs Ferris explained this was something that was started last year but put on hold due to staff leaving and since Christmas the staff shortages haven't helped getting this established. Mrs Dandie is taking this forward and will be allocating money to digital. Kirsteen offered to come and help on a Thursday afternoon after Easter Discussion around the use of Glow and a number of parents not knowing what this was in the room. Mrs Ferris going to look at communication around this with parents.</p>		
10.	<p>The next Parent Council meeting will take place on Tuesday 30th April at 6.30pm</p>		



11.	Meeting closes		
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For any questions on the Simpson Primary School Parent Council or any of the items discussed at the meeting please email:
simpson.parentcouncil@gmail.com