

MINUTES

DPS Parent Council

09/12/13 18:10-19:00 | *Meeting called to order by* Jerome Boue

In Attendance

Jerome Boue (Chair), Beth Bradley (Treasurer), Karen Criggie (Fast Fundraiser), Jim Haley, Laura Dargie-Campbell, Lucy MacIntyre, Annemarie Connolly, Mairi Thomson and Lienne Brown

Apologies

Cheryl Lawn (Secretary), Alexandra Oliver, Celine Bourgeois-Woodrow and Sarah Armstrong

New Members

Laura introduced herself to the attendees. All PC members responded with a brief introduction.

Approval of Minutes

The minutes from 28/10/13 approved with no amendments.

Head Teacher's Report

Annemarie handed out hard copies of DPS Standards and Quality Summary Report 2012/2013 to all attendees and requested feedback on the document by the end of this week. **All PC members to action.** The document will be available to the parent forum before Christmas as a hard copy and on the school website.

Beth informed Annemarie that the Nursery Class has requested financial aid from the Parent Council to help with the nursery Christmas party costs. Annemarie will approach the nursery staff regarding this.

Beth suggested that the PC could consider written proposals from teachers and staff should they require financial aid from the PC fund. Jerome advised that he would include this proposition as a recommended amendment to the DPS PC constitution, to be reviewed/voted/adopted as part of the upcoming AGM.

Annemarie requested that photo frames for the children's photo with Santa from the Christmas Fayre be purchased/provided with the photos (as had been expected as part of the professional photographer package). It was agreed that the cost of the frames would come off the profits of the Christmas Fayre (costs to be split equally between the school and PC). **Laura to action.**

Annemarie advised that she would forward all lets communication from GCC directly to Beth/Jerome for clarity of fees.

Beth gave Annemarie a cheque for lets.

Annemarie left meeting 18:20

Chair's Report – Jerome Boue

Jerome proposed the date for the AGM – 13/01/14. This will be discussed and finalised via email by all PC members, and once the accounts have been audited. **Jerome to action.** The accounts are waiting to be audited by Karen's cousin. Karen will clarify the date that this will be completed by, by the end of the week. **Karen to action.**

Jim recommended that the AGM should cover plans/direction for the DPS PC work/funding efforts, as well as the work done in the past year. **Jerome to action.**

DPS constitution

Jerome advised that he will propose recommendations to amend the Constitution during the AGM (which will require a vote) with regard to the following: PC-School financial agreement on the split of events profits, defined interlock between the PC and FF, PC membership

Grant applications are on hold until the approval of the accounts and after the AGM.

Jerome is working to obtain estimates from the council to install flagpole, notice boards etc. **Jerome to action.**

Jerome is looking for clarity on the cost of lets, within the school for PC. He will summarise and present his findings at the next meeting. **Jerome to action.**

Jerome announced that Cheryl is stepping down from her role as secretary. Voting will take place at AGM to fill this role. Lienne kindly accepted to take on the role of acting Secretary until the AGM.

Unclear on the procedure for voting PC members, Jerome will research and clarify for all PC members ahead of the AGM. **Jerome to action.**

Treasurer's Report – Beth Bradley

Beth handed out hard copies of her report. The figures are approximate due to unforeseen costs of photo frames and left over Christmas baubles. It was suggested the baubles should be sold to the children at a reduced price. Mairi will clarify this. **Mairi to action.**

£200 of the profits from the Fayre was previously allocated to cover cost of the Christmas parties. The remaining profit will be halved between DPS and PC. It is undecided how the PC will manage their share and will be discussed/agreed in upcoming meetings.

Fast Fundraiser Report – Karen Criggie

Karen and Tracy Boue (Fast Fundraiser) are awaiting feedback on what was successful or not at the Christmas Fayre. Jerome suggested that P7 conduct a survey on the event with all pupils. **Mairi to action.** Jerome suggested that all feedback results should be collated and made available to the FF. He also suggested that event costs be voted formally by the PC and that prices be formally agreed to ensure everyone involved in the preparation of an event has a clear understanding of prices to be applied to the event. Beth also recommended that events costs should be proposed as a budget to curb overspending.

AOBC

Beth suggested the school use a Fairtrade supplier for uniforms, either solely or in conjunction with the current supplier. The cost of the uniform would be 50p to £1 more expensive than the current cost for smaller sizes. Larger sizes are the same or cheaper than the current uniform. Beth will research the quality of the uniform and the possibility of negotiating prices with the Fairtrade supplier and how quickly the uniforms could be available. **Beth**

to action. It was suggested the pupil council and Annemarie should be included in the making the final decision.
Mairi to action.

Beth raised the subject of Glasgow Kidz Cards being available to all DPS pupils. Mairi stated all new P1 parents were given applications for the Kidz Card. Mairi will make applications available to current pupils who do not have a Kidz Card. Mairi to action.

Karen gave a brief summary of her PVG training. PVG applications should be made if working one to one with children or undertaking regular work involving children.

Jerome highlighted that SPTC training sessions are available for PC members. He will distribute all future education sessions details and also the SPTC site access details to PC members. Jerome to action.

The possibility of holding informal PC meetings was briefly discussed. No decision was made.

Next Meeting

13/01/14 immediately prior to AGM (awaiting confirmation).

Meeting adjourned at 19:00.