

Dunard Primary Parent Council

Minutes of meeting from 20 May 2013

Present – Jerome Boue (Chair), Cheryl Lawn (Secretary), Beth Bradley (Treasurer),
Karen Criggie, Celine Woodrow, Annemarie Connolly

Apologies – Scott Wright, Mairi Thomson, Julie McGrinder

Jerome opened the meeting by introducing Alexandra who had come along for the first time as she would like to be part of the Parent Council. Jerome ran over the minutes of the previous meeting and asked everyone to agree the contents – Minutes Agreed with no amendments

1. Chair Report

Jerome gave everyone a Handout which he ran over detailing the following points:

Parent Council Bank Account – Finally up and running and Beth has managed to settle all outstanding payments due to Parent Council members for purchase of tea, coffee etc for events.

Fast Fundraising Financial Model – Annemarie, Tracy and Jerome have met and discussed the financial model and as previously discussed it has been agreed for a 50-50 split of funds raised by Fast Fundraisers events.

Recruitment & Selection Training – Cheryl and Jerome have registered to attend on 4th June.

Get Go Application – Jerome and Annemarie met and discussed the layout of the playgrounds and how we would purchase items with potential grants/funding

Dog Fouling Update – New signs have been added in the street and on the school gates by Glasgow Community Safety Services encouraging people to report dog fouling. In general the street does seem to be improving

School Web Site/Email Communications – The Web Site is now live. Waiting on confirmation that all consent forms have been returned to the school as this will enable photographs of the children to be displayed on the web site. Final step is to collect parents/carers email addresses to enable the school to start emailing newsletters/communications.

School Signs on Maryhill Road – Still no update as yet. Annemarie raised the issue of parking at the school as it is appalling. Annemarie would like if the Parent Council could speak to the Police and raise the issue and see about the possibility of Zig Zag lines.

The Great British Elm Experiment – The elm sapling has not been delivered as yet. And there is still no word from GCEE on the free garden tools.

2. Treasurers Report

Beth gave everyone a handout which she ran over detailing the current situation with the bank account funds.

Bank Account - Signatories for the Bank Account are now complete. Balance of funds held in the account TBC, Beth had tried to get the balance via the telephone but the Bank would not give details over the telephone. School Lets – Cost £21.62 per 1 hr meeting. Letting form now complete and Beth is awaiting a reply. Beth expressed that she felt rather than electronic transfers she would prefer to continue with the cheque and receipt book method. Annemarie agreed that this method is best as it means there is a paper trail and it leaves us less open to accusations from the parent body. Jerome thanked Karen as she has arranged for her Cousin to audit the books annually.

5K Fun Run – Funds collected so far - £349.00

Admin Costs - Michelle from the school office will confirm costs for paper, ink etc for Parent Council mail outs. We will try to gauge what we use (310 copies required for each mail out to include nursery and school)

3. Fast Fundraisers Report

Karen gave a handout and discussed the following items:

Summer Fete – This will be on 8th June and things are starting to come together. Stalls are starting to fill up and Fast Fundraisers are in the process of allocating people to stalls to ensure they are all manned on the day. Karen reminded us that if anyone offers to bake for the Fete to please ensure they do not use nuts, fresh cream, gelatine etc.

Beach Party – This will be on 20th June in the school and more information will come out regarding this nearer the time.

4. Head Teacher Report

Annemarie advised that the Parents Evenings were very busy and that there will be a newsletter coming out next week.

P1 Inductions – Annemarie was looking for Parent Council members to come along to the inductions on 29th May and 7th June and to speak to the new parents. As previously discussed the Parent Council will look into funding a Book Bag to give out to all new P1's. Annemarie will give us use of one as a sample to enable us to speak about it at the inductions and we can then at a later date place an order to ensure we have them in time for the new intake in August. Jerome advised it may be a good idea to have a F.A.Q section on the web site for new parents to look at and he said he was happy to arrange this and run past Annemarie for approval. All agreed that this is a good idea. Annemarie advised that there will be 3 transition dates and

staggered entry for the new intake. Letters will be given out to the parents giving more information.

Beach Event – Annemarie advised that in mid June the nursery are planning an event for the new P1 intake to come along and take part in a beach theme event to help them get used to the school environment before they start in August. Newsletters for this will go out via the nursery.

Replacement for Julie McGrinder – On the 17th June an advert will be run via Glasgow City Council CBS Recruitment for a replacement for Julie. Annemarie described the interview process and how the interviews are held during school hours and are usually 50 mins long. Annemarie has asked that as many Parent Council members as possible get on the Recruitment and Selection Training.

Funding – Annemarie is reaching out to the Parent Council for help with funding as they have used all of the school funding and they still require rubble, soil etc for the barrels. Can we help? Paint for railings can the Get Go application include this? Annemarie will get more info regarding the paint required to enable us to budget for it in the Get Go application.

Parent Council Recruitment Drive – Annemarie suggested a recruitment drive to encourage more people to join the Parent Council. Annemarie advised that she though having a recruitment night where we would provide entertainment for the children and the parents could mingle and speak to us to see what we do and try to encourage people to join the Parent Council. Using the new P1 intake would be a good idea to personally invite the new P1 parents to come along.

5. Matters Arising

Nothing to report

6. Date and time of next meeting

Next meeting will be held on Monday 10 June 2013 at 6.00pm.