

## **Robert Owen Memorial Primary School**

### **Minutes of the Parent Council meeting held in the school staff room on 9<sup>th</sup> November 2023 at 19h30.**

#### **Welcome**

Laura welcomed everyone to the meeting.

#### **Present**

Mrs Thomson, Laura Black, Bronwen Aidoo, Ina Marshall, Gemma Good, Nicola Wilson Laura Mccourt, Mrs Allan, Allan Travis, Vicky Wilson Day, Fiona Barr, Joanne Harrington, Erin Barrie,

Mrs Hamilton, Jenni Smith.

#### **Apologies**

Catriona Murdoch, Kayley Girvan, Kathrine Gartshore, Gareth Brown, Mrs McCallum, Catherine Travis, Suzanne Barrie, Mrs Bradshaw, Annie Smith, Vicky Epton, Erica Baillie, Claire Frod.

#### **Approval of minutes**

Proposed Erin Barrie, Seconded Vicky Day.

#### **Parent Council Business**

##### **Finance Update**

Bank Balance 1361.52 pounds. £540 has been paid for the panto. £620 pounds still to be paid to Rotary for Borders Biscuits. Gareth advised 25.11 pounds has been received from Parentpay. Mrs Thomson will discuss with the office staff to see if they can advise if it is from school funds.

Gareth advised Fiona Lawn has completed the audit and all accounts have been verified and signed off as correct and accurate.

##### **Head Teacher Interview process**

Laura advised that 3 people had volunteered and were able to attend the meeting, walkround and interviews. Laura will attend as parent council chair and the second member chosen at random will be Nicola Wilson. The CV for all applicants will be reviewed and the panel members will attend the meeting during the week of the 13<sup>th</sup> November and the school walk around on the 20<sup>th</sup> of November. The interviews are at Lanark Grammar on the 29<sup>th</sup> November 2023.

##### **Gift Sale, Friday 24<sup>th</sup> November 2023.**

The sub group has been buying gifts. Volunteers to help on the day from 9- 12:30 are:

Catriona Murdoch, Bronwen Aidoo, Claire Frod, Kayley Girvan, Ina Marshall, Laura Black, Laura McCourt, Fiona Barr, Vicky Day and possibly Erin Barrie.

Vicky has volunteered to dress up as The Elf and will need an assistant to take her round the school. The school will arrange a roster for all classes and the ELC to attend. The sale will be held in the school hall with 8 – 10 tables. The school roll is 285 and each child will be able to make a card and decorate a Christmas tree ornament. Final details to be confirmed by email for all helpers. If anyone else can assist, please let Laura Black know.

## **Pantomime Monday 18<sup>th</sup> December**

The 500 miles panto has been booked for 18<sup>th</sup> December and has been paid for. The company will need access from 12:30 and the show will be between 1:30-2:30 pm. The school and ELC will attend. Snacks were discussed and the meeting agreed that parent council will purchase a snack pack of haribo for a treat during the show. Permission slips will be required for snack.

## **Book swap 17<sup>th</sup> November 9, 2023**

This will take place on Friday the 17<sup>th</sup> and volunteer helpers are Catriona Murdoch, Jennie Smith, Claire Frod and Laura Black. This will also be on children in need day. Children are encouraged to bring a book to swap. Spare books have been donated in case anyone is unable to bring a book, so there are spares to swap. Any additional books will be kept for the reading sheds once they are in place.

## **Borders Biscuits**

There are 53 packs of chocolate sharing packs and 28 boxes of Gingers. Erin and Bronwen Volunteered to sell boxes for cash at parents evening on 16<sup>th</sup> of November. Erin will do between 3 and 5;30 and Bronwen between 6-8. Any unsold biscuits can be sold at the open morning on the 8<sup>th</sup> December if they can not be sold before then.

## **School Business**

### **Romps readers**

Tuesday 14<sup>th</sup> there is P2 Reading with the ROMPS Royal readers from 9:30- 11:50. Volunteers are needed to help with refreshments. Laura and Ina will help from 9;30, and then Jennie Smith will can help after 10.

### **50<sup>th</sup> Anniversary**

The concerts have been planned and there will be 3 shows on the 5, 6,7 of December. Parents and carers are invited and can be purchased via parentpay. Guests have also been invited and the director of education has confirmed attendance. The Open morning will be on the 8<sup>th</sup> and the P6s will be going into the town to ask for raffle prizes. Letters that can be used for requesting raffle prizes have been sent out and a list of who is approaching which business. The request for memorabilia and the photos have been circulated on most local social media. Some Raffle prizes have been received. Helpers on the day are needed for serving tea and coffee.

Volunteers so far include Bronwen, Erin, Laura Black, Fiona, Vicky Day and Ina Marshall.

Volunteers for home baking include Erin Barrie, Bronwen Aidoo, Cat Travis, Vicky Day, Laura McCourt, Nicola Wilson, Laura Black, Fiona Barr.

Drone Photo was completed and meeting suggested seeing if any one would want to consider purchasing copies for souvenirs or on mugs or coasters. The school will look into options for this. The meeting also advised this might be useful for raising the profile of the open day event.

### **Update on Janitorial supplies**

Following raising the issue of supplies and sharing the letters encouraging hand washing four times daily and Increase in budget has been received for Janitorial supplies. The equates to 1222 pounds

for soap. Soap dispensers have been installed and the janitor checks the toilets several times a day. Some waste of soap has still been taking place.

### **Bring your own device feedback**

Mrs Allan gave feedback on the Bring your own device week that took place during the week of the 30<sup>th</sup> October with P7. All students except one brought in their own device. A variety of devices including, phones, ipads, tablets, chrome books and laptops were brought in. The one who did not it was their choice not to bring it in and they made use of a school Chrome books that was provided without the rest of the students being aware of it. The Contract of use were all upheld and no issues were raised. 2 devices were harder to connect to the network but it was managed before the end of day one. The children gave feedback that they felt it gave them a sense of responsibility and they enjoyed the activities planned. They felt it was faster to take notes and the bulk of them enjoyed having a device at school. They used it to access the Giglets platform and coding on the devices with the Microbits with Ms Ferguson. There were 33 devices in use. Overall students and teachers found it a positive experience. All devices were left in class at break times and the class was locked. The feedback from the students and teachers will be collated and shared with the P7 parents. The next bring your own device session will be week of the 22<sup>nd</sup> of January 2023.

### **Budget**

Mrs Thomson advised South Lanarkshire Council has encouraged the school to share a QR code with parent council to allow the public to take part in a survey regarding priorities for the council budget. The Council needs to save 70 million and this will impact on education but by participating in the survey parents will be able to share their opinions.

### **Grants**

The school has been approached by a sales rep who provides items of sports equipment and playground equipment. The company is listed on IPROC which is the procurement system for the school. He is willing to assist Parent council to apply for grants that can be used to purchase the equipment from his company. The meeting agreed he could be invited to one of the Zoom parent council meetings to discuss this further. He is going to be providing the reading sheds hopefully prior to the end of the year

### **HGIOS4**

How Good is Our School 4. The meeting looked at the transitions section of this theme and feedback was provided to the staff present in small groups.

### **Active Agenda**

No active agenda items were received.

### **Next meetings**

16<sup>th</sup> January 2024 on Zoom      20<sup>th</sup> February 2024 on Zoom

25<sup>th</sup> March 2024 in staff room      23<sup>rd</sup> May 2024 AGM

Meeting closed at 20:58