

Name of Group: Goodlyburn Parent Council

Date of meeting: 16/01/2024

Agenda Item	Minutes	Decision	Action
<b>Welcome and attendees</b>	Mrs Sands Mrs Crockart Ms Robertson Ms Craig Lee-Anne Suzie Megane Leah Tanya Councillor Ian Massie Councillor John Rebbeck		
<b>Apologies</b>	Kirsty		
<b>Minutes of the last meeting- for approval</b>	To be approved going forward as the meeting on Tuesday 16th January was the Parent Council's first official meeting.		
<b>Matters arising</b>	<ul style="list-style-type: none"> <li>After expenses the Christmas raffle raised £245</li> <li>Xmas jumpers- nil 2<sup>nd</sup> hand jumpers donated as of yet- nothing planned yet as to what to do with jumpers once received</li> <li>Bus costings – approx. £300 for small bus( 1 class)</li> </ul>		Gayle – office to send out a reminder ie xmas jumpers donation
<b>Treasurers/Financial Report</b>	<ul style="list-style-type: none"> <li>Going to bank on Monday, very nearly there for getting account transferred over into our names</li> <li>School can share information on the Council funding/common good fund.</li> <li>Can apply twice a year for the common good fund – 40% of total costs are reimbursed. The councillors can help us with this, forms etc and are here to help however they can.</li> </ul>		Leah – To clarify how we set up receiving payments from PKC & the amount/regularity etc.
<b>Valentine's Disco</b>	<ul style="list-style-type: none"> <li>Disco guy is booked</li> <li>Teachers have volunteered to help and support in previous years</li> <li>Tue 13th February – Rough numbers P1-P3 = 95 children P4-P7 = 130 children**** <b>It has now been decided that the disco shall run as p1-4 &amp; p5-7****</b></li> <li>The school will run a ticket system that will act as a register and keep track of the children in attendance</li> </ul>	GPC to meet prior to valentines disco to discuss roles and logistics on day	<p>Lee-Anne – To organise drinks/snacks for the school disco.</p> <p>Mrs Sands/teachers – To organise disco “tickets”, teacher helpers for the event, communication to parents &amp; check if each class teacher can have the pupils make some decor for the hall/lunch clubs</p>

	<ul style="list-style-type: none"> <li>•No charge for the disco, the costs are covered from raffle ticket sales</li> <li>•In the main door and out the fire exit to help relieve traffic</li> <li>•Snack bag for going home?</li> <li>•We will provide a juice stand – GPC will organise cups/juice etc. We can fill jugs and use them at school.</li> <li>•Theme is Valentines, the parent council will discuss décor. Can the children make anything in classes?</li> </ul>		
<b>Other fundraising events/ideas</b>	<ul style="list-style-type: none"> <li>•Bingo night</li> <li>•Beetle drive – can tie it in with a theme/event</li> <li>•Opportunities for boosting parent engagement. Microsoft form to parents to gauge interest on parents coming into the school.</li> <li>•Coffee morning for inviting parent forum – where is dependent on numbers attending</li> <li>•Suggestion box – has the advantage of being anonymous. Could set this up for at the valentines disco and address parents when they are waiting to collect.</li> </ul>		Mrs Sands – Give some potential dates to Lee-Anne/Suzie for holding a coffee morning and space to host?
<b>Funding Avenues</b>	<ul style="list-style-type: none"> <li>•Scottish Library Inclusion Fund</li> <li>•Starbucks Nature Club – annual?</li> <li>•Rotary club</li> <li>•Common good fund</li> <li>•Tesco – need specific project</li> <li>•Gannochy Trust</li> </ul>		<p>Lee-Anne – To contact the tesco community champion with regards to their token collection.</p> <p>Lee-Anne-Scottish Library Inclusion Fund –is going to look into this further</p>
<b>Other matters/news</b>	<ul style="list-style-type: none"> <li>•1st Feb – panto is coming to the school M&amp;M</li> <li>•Quarterly newsletter -helpful for staff to let us know what they would like on the newsletter.</li> <li>•Spending – areas we feel could be useful</li> <li>•Breakfast Club? Lunch Club – this is worth letting parents know about <ul style="list-style-type: none"> <li>•Clubs- Include parents about what skills they have that they could share with the pupils.</li> </ul> </li> <li>•If anyone wants to run a club they would need a PVG – we can use our money to fund this if needed.</li> <li>•Suzie – choir and crochet</li> </ul>	Megane & Lee-Anne – aim to do quarterly newsletter prior to easter	<p>Mrs Sands – Gather the teachers views on how the PC can be of help &amp; gather any ideas for future events/fundraising that could be done.</p> <p>Elayne Robertson – Gather the views of p7 on potential leavers activity choices.</p> <p>Megane – To meet with Mrs Sands to handover the facebook account details.</p>

	<p>School have a modern apprentice working within school for 1 year to run extra-curricular activities in blocks of 6-8 weeks</p> <ul style="list-style-type: none"> <li>•Best way to gather teacher opinions?</li> <li>•Support P7s at their end of year celebration. The children will be deciding this soon as they get to choose what they would like to do.</li> <li>•Facebook – Megane will come and meet with Mrs Sands to try recover the Facebook account.</li> <li>•Constitution to be finalised 7 shered with Parent Forum</li> </ul> <p>World Book Day 7<sup>th</sup> March- dressing up will be difficult for large families due to cost- book swap?</p>		<p>Tanya – Make a Microsoft form/questions and send out to the Parent Forum to gather ideas/suggestions/interest about willingness to give time/skills</p> <p>Lee- anne - Constitution to be finalised and shared with the parent forum by 2nd February.</p>
<p><b>Sub-committee reports (if any)</b></p>			
<p><b>Headteachers report</b></p>	<ul style="list-style-type: none"> <li>•Ms Judith Craig, P2 teacher is going to step in for Ms Robertson when she goes off on maternity leave in 7 weeks</li> <li>•The school do a 3 year rolling programme for the full curriculum coverage. Mrs Sands would like us together to start a school improvement programme and review the current one to ensure we feel that everything is being covered and we are happy with the current and future curriculum plans. We can have a look at this, will get a copy for the parent council. This is going to be done next year.</li> <li>•Staff and pupil groups are working together – Equalities Award Scotland Reaccreditation, this is ongoing</li> <li>•Reading Schools acknowledgement, now working towards silver level</li> <li>•Digital Group are going for Digital School Accreditation, this will be happening quickly – this term</li> <li>•Rights Respective Accreditation, going for gold from silver.</li> </ul> <p>Advertising for ECP for primary 1. GME support- advert out =-nil update as of yet</p>		

<b>Correspondence</b>			
<b>AOCB (Any other competent business)</b>	<ul style="list-style-type: none"> <li>•Next meeting – Monday 29th April 2024</li> <li>•Co-opt members happy to be involved in future meetings</li> <li>•Gaelic development officer to be invited to next meeting</li> </ul>	tea/coffee/biscuits for future meetings	