

Parent Council, Fossoway Primary School Minutes 5/2/20

Present: Christina Smith (CS - Chair) Susan Russell Darby (SRD – Treasurer), Mrs. Allan (FA, Head Teacher), Mrs Brown (LB), Barbara Cassels (BC), Natalie Harrower (NH), Lorna Hayes (LH) Laura Sweet (LS), Sheena Mitchell (SM), Jim Pritchard, Sadie Watson (SW – Minutes),

Apologies: Zoe Walthall (ZH), Isla Kerr (IK), Katherine Wallace (KW), Adelaide Carlow (AC), Mr Haines (TH)

Tonight's meeting approved as quorate.

1. **Minutes of Previous Meeting** 06/11/29 – approved as true record (proposed BC, seconded SRD)

2. **Matters Arising**

- *Notice Board* – 1 outside nursery, 1 in playground
- *Home Learning / digital packages* – School looking at organising a drop in session for digital packages for parents
- *Music service* – This will be better publicised for all pupils in the future. The school is investigating the possibility of offering piping tuition in the next academic year
- School Song- not discussed

3. **Community Council Link**

- The B9097 realignment may be carried out in February and the School Road junction in March (please refer to Community Council Minutes 7/1/20)

4. **Financial report / Change of Treasurer and School Wish List**

- SRD reported a closing balance of £2,431.73. Please refer to attached Financial Statement
- SRD standing down as Treasurer and handing over to Jim Pritchard. Unanimously approved.
- SRD proposed a number of actions moving forward, including:
 - Changing names of current signatories: Catriona MacKinnon and Victoria Shortt to be removed – neither of whom are currently on the Parent Council. SRD to be removed (current treasurer). Jim Pritchard to be added (new treasurer). All unanimously agreed.
 - Transition to digital banking which will enable the Treasurer to do bank transfers. It was highlighted that there are risks associated with this, but that these would be mitigated by quarterly financial reports to the PC and annual reports to the Council. All PC members present agreed with this proposal, acknowledged that they are aware of the potential risks and content with the mitigation measures. JP will take this forward once he is established as Treasurer.
 - Proposal by treasurer to ensure that the person who countersigns the annual update to the council should not be a family member of the treasurer. The PC members agreed with this proposal.
 - Proposal to retain dual signatories on the account at present – unanimously agreed.
- HT made a request for funds to pay for:
 - Education City – an online learning resource

- Repairs in the field

PC agreed to support these in principle up to a total of £1,000 from the PC Funds

5. **HT input** – please see attached

6. **Parental Involvement and Engagement** – Parents provided feedback to HT on what was working well in terms of parental engagement in children's learning and discussed ideas for improvement. Please see attached for discussions.

7. **AOCB**

- The PC thanked Mrs Brown for all her valuable contributions over the years and wished her luck in her future role

Date of next meeting:

13th May 2020

Please Note... Parent Council Agendas and Minutes are circulated to parents by email from the School Office, and a copy is on the pinboard in the School Reception. All parents are welcome to attend Parent Council Meetings as observers, and we welcome parents coming forward if they are interested in joining the Parent Council. To contact the Parent Council directly you can speak to any member in person, or email fossowayparentcouncil1@gmail.com correspondence is then raised at Meetings.