

Minutes of Wallace Hall 2-18 Parent Council Meeting 10th March 2020

Present: Louise Cochran (Chair), Barry Graham, Christine Carson, Grahame Arrowsmith, Sarah McDiarmid, Sharon Young, Charlene Henderson, Darren Burns, Lynne Maxwell, Melanie Halliday, Kerry Fry, Theresa Taylor-Byrne (minutes)

Item		Action
1	<p>Apologies: Jillian Maxwell, Caroline O'Hara, Ann Andreasen</p> <p>Welcome- LC welcomed all and introductions to TTB as new minute taker.</p>	
2	<p>Approval of the Minutes from last meetings- LC to review the minutes from the previous meetings from own notes in the absence of a minute taker at these meetings. BG advised a verbal copy is on dictaphone with Caroline Menzies in school library.</p>	LC
3	<p>Matters arising</p> <p>Basic First Aid Course is ongoing tonight. JM has list of attendees for next course. DB to look at poster for advertising next course.</p>	JM DB
4	<p>Correspondence</p> <p>LM raised with the group the Cyber Resilience, LM will attend. Course. There was a discussion in the group about parental partners. BG advised a pathways email was going to all parents.</p>	
5	<p>Bring your own device</p> <p>GA shared a detailed summary of the new project with the team; there were concerns over safeguarding and the timescales re the roll out.</p> <p>BG advised there is a working group, with first meeting next week looking at the monitoring and all issues. Jane Carson from PEF is looking at purchasing devices for poverty proofing. BG/GA stated that although other schools in D&G have switched on the project there is still work to be done re safeguarding, filters and the timescale.</p> <p>Review at next meeting after working group.</p> <p>LC thanked GA for attending and the detailed update.</p>	GA
6	<p>Sub- committee development groups</p> <ul style="list-style-type: none"> • Christmas Market – No report • Primary Fundraising – LC read out a written report from JM. There was a detailed discussion about pros and cons tablets, iPad etc. Agreed to advertise as fundraising for tablets for the posters. 	

	<ul style="list-style-type: none"> Secondary fundraising – CC advised Gin tasting, chocolate event and Easter egg raffle events being looked at. BG stated there was an Easter egg hunt to be arranged by senior pupils, date TBC. CC raised there were legal implications re selling tickets and gambling guidelines with age groups and licencing. After discussion, the following was approved by the committee: To fund the yearly gambling licence. Easter Egg event approved Squares selling idea approved Gin tasting to be reviewed and tbc next meeting if feasible. Learning and Teaching – The draft content/questions for the survey were discussed by all i.e. what skills, hobbies, times days available. Draft survey was not finalised at meeting. BG advised there is a new policy re PVG and volunteering. LM to check with Diane Jarvie. Next life Experiences meetings are booked for April 2020. Communication and Development – DB updated the meeting on the continued use of posters, tweets and other platforms. Approach to be made to Thornhill Community Council re monies at next meeting on 16.3.2020. Thanksgiving to Founder ceremony was discussed and it was agreed to look at a September date to celebrate the school founder. BG advised a working group was needed to take this forward. BG advised there might be a Survey Monkey licence with school. LM to liaise with DB 	<p>CC MH</p> <p>LM DB</p> <p>DB LM</p>
7	<p>DGC Consultation Event</p> <ul style="list-style-type: none"> DB and LC attended the event on 27.2.20 and shared the details of the meeting. Concern was raised over the notice period to attend. No further action from PC. 	
8	<p>Cuppa & Blether feedback</p> <ul style="list-style-type: none"> LC thanked LM, JM and MH. Discussion over road safety issues including cars left running with children in, inappropriate use of disabled parking bays, children running across grass, bikes on pavements. PC Adair to be consulted re guidance. Reminders to go out in assemblies. Junior Road safety are out all this week, perhaps it could be a more frequent polite reminder. Suggestion once a term for all schools. Next session is booked for 15th May 2020. School show was discussed in some detail with a request that participation re all roles acting and backstage support to be as wide as possible. 	LC
9	<p>Pitches update</p> <ul style="list-style-type: none"> LC advised she was due to attend a meeting on 19.3.20 as last meeting was cancelled. LC agreed to attend this meeting. 	LC
10	<p>Treasures Report</p> <ul style="list-style-type: none"> CC asked about adding BG and JM as a signatory and take old names off. Approved by meeting. Current balance £6524.60 New bidding system was discussed, and the documentation and forms outlined by CC. 	<p>CC</p> <p>CC BG</p>

	<ul style="list-style-type: none"> • BG asked CC to send email to BG with the detail and BG will share with Deputy Heads. • SMcD Outlined Primary set up different. CC agreed to draft a note for all to share. • Parent Council forms are required to be completed by CC • SMcD asked about funds for a new laminator and guillotine for Primary. £350.00 was approved by meeting members for this equipment. • Fairtrade footballs to be reviewed at future meeting when pitches update received. 	CC CC
11	<p>Head Teachers Report</p> <ul style="list-style-type: none"> • BG outlined the update re DHT Acting posts and all vacancies and recruitment update to the meeting and asked how PC wish to be involved? PC agreed to being involved. Both Primary and Secondary posts to be advertised. One or two volunteers were needed for formal interviews. This was discussed at meeting. Agreed to schedule interviews after Easter holidays. It was agreed LC, LM and DB would look over Job Description documents before going back to Authority. PC agreed to look at applications and Job specification, then share their thoughts with BG. Academy advert first followed shortly by Primary vacancy. • Statutory Consultations re Burnhead/Auldgirth catchment BG outlined the Consultation process. Closes 3.4.2020 No further action from PC required. DB and LC expressed concerns again re the timescales given to School PC on this Consultation. • Coronavirus – BG stated HT’s were looking at advice from Education Director. A letter was sent to all parents, carers and staff last week. Communications including Posters, assemblies’ registration reminders, emails and daily reminders were being communicated to all pupils and staff. Wipes and sanitisers had been ordered. Behind the scenes, BG advised a tremendous amount of work was being organised to support access for pupils re exams and a possible school closure. H & S team are meeting as required and Diane Jarvie is completing the RA and coordinating all updates. All further updates will be issued to all via DJ. 	BG LC LM DB
12	<p>2-18 Collaborative Review</p> <ul style="list-style-type: none"> • BG read from the report. A positive report. The document is accessible on the website. BG advised when full document is available, he will share with PC. 	BG
13	<p>Head Boy and Girl Interviews</p> <ul style="list-style-type: none"> • BG shared Interview Leaflet and process with PC meeting. Deadline for applications Monday 16th March 2020 4pm. BG asked for interview panel member from PC. LC agreed to attend final interviews scheduled for 26th March 2020 • Awards for top academic results in 5th Year 	BG LC LC

	LC and BG asked if PC were able to support the awards. PC meeting approved a shield and £50.00 cash award for 26.3.2020 ceremony. It was agreed LC to present awards. Invites currently being issued to PC for the ceremony.	
14	<p>Parent Evening Feedback</p> <ul style="list-style-type: none"> LC expressed thanks to all who have assisted at the last evening on 14.1.20. LC asked for dates of all future Parent Evening meetings. LC believes there maybe one new committee member who has expressed an interest. 	LC
15	<p>A.O.C.B</p> <ul style="list-style-type: none"> LC read out a letter from Julia Gildert (parent) requesting T-Shirts for group events. The costings and agreement was discussed by PC meeting in some detail. It was agreed this was a good idea and DB will respond to JG re costings and report back to BG re possible sponsorship. MH asked about Merit Badges for Primary and could the PC order some more. PC meeting agreed to purchase more badges and 8 Head Boy and Head Girl Badges for BG. <p>Meeting ended 8.52pm</p>	DB
	<p>The next meeting will be held on Monday 11TH May 2020</p>	