



## Agenda

### Meeting of the St. Mary's Episcopal Primary School Parent Council Monday 28<sup>th</sup> November 2016 at 6.30pm

#### 1. Apologies

#### 2. Previous Minutes

19<sup>th</sup> October 2016

#### 3. Matters Arising

Review of any actions

- Discussion about potential solutions to ensure the **safety of pedestrians and cyclists** emerging from the end of the lane onto Smithy Loan. Agreed to investigate signage to indicate no cycling in the lane – **Nick Green – still waiting for quotations. Liz will get an update. - Liz Owen**

- **School Meal Arrangements** – Michael Boyle is the SC rep who approves payment for the school hire of the hall and he has agreed that funds will be made available to purchase new tables and chairs to improve the dining experience. Investigations are now taking place into deciding upon the most appropriate chairs and tables that need to fulfil a number of needs. - **Mrs White - Michael Boyle is no longer the SC person responsible for facilities management, Mrs White will continue the dialogue with the new member of staff. – Mrs White**

- It was suggested that more **financial information** could be made available on the school website, twitter, fundraising Facebook page and that a visual record could also be included in the school annual. Alison Sammut agreed to assist Mrs. White with this, agreed to complete this at the same time as the Standards and Quality report. - **Mrs. White will forward photographs of what the money has been spent on and Alison will create a report. Alison and Mrs. White will continue to work on this. – Alison Sammut and Mrs. White**

- Mrs. White explained that Education Scotland have an **ilearn initiative**, someone working for Apple will come to the school and audit the IT infrastructure and offer free training. Mrs. White is also going to contact Microsoft to ask if they have any similar initiatives to support IT within primary schools. Representatives from SC have also assessed the IT infrastructure and agree that a majority of the hardware within the school needs to be upgraded. – **Mrs White**

- John is investigating various options concerning the **bank account**, it was agreed that office bearers would be the signatories and to this end it was also agreed to amend the constitution to reflect this. John Ure will continue with setting up the new bank account and gathering the relevant information. – **John Ure and PC**

- The Christmas fair is on 3rd December and the fundraising group will be issuing a letter to parents with more information concerning preparations for the fair. – **Fundraising Group**

- Mrs White will include information in the newsletter about the InCAS results and explain that parents are welcome to contact the school to learn more of their children's results. – **Mrs White**

- There is a change to the **school meals procedure**, children are now ordering daily. **Parent Pay** has been introduced which will save a tremendous amount of time for the office and support staff and parents are encouraged to sign up to it. Further information will be given to parents in the forthcoming newsletter. – **Mrs White**

**4.** Finance/Fundraising

**5.** New Parents Evening Feedback

**6.** Homework

**7.** Parents Internet Safety Workshops

**8.** Learning Community Attainment Data

**9.** SLA posts And Staffing

**10.** Outdoor Learning Update

**11.** A.O.B

**12.** Date of Next Meeting