



**Minutes of the St. Mary's Episcopal Primary School Parent Council
Held on Monday 5th June 2017 at 6.30pm**

Present: Hanneke Booij, Pauline Darnbrough, Fiona Frize, Liz Owen, Mary Toop, Heather White
John Ure

Apologies: Alison Sammut,

Item	Minute	Action
1.	<p>Apologies Apologies were given as above.</p>	
2.	<p>Previous Minutes The minutes of 3rd May 2017 were approved.</p>	
3.	<p>Matters Arising</p> <ul style="list-style-type: none"> - 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. Signage options for Smithy Loan will be discussed with the Peer Supporters and then ordered. - Mrs White – Sarah Bird, the School Travel Plan Coordinator is coming to the school on 5/5/17, to meet with the Peer Supporters and parent, Alison Brown to look at what else can be done to improve safety, signs will be ordered after this meeting – Mrs White - Done – signs have been ordered and are placed outside the school on the yellow lines. Unfortunately, there are a small number of parents who are persistent in stopping and parking in front of the signs and on the yellow lines. Sarah Bird no longer works for Stirling Council, however when she visited she gave some advice and guidance for updating the school travel plan, Alison Brown has kindly offered to assist Mrs White with this. - Liz will suggest a 'cyclist dismount' sign for the lane and a 'beware of pedestrians' sign for the path leading from the manse down to the hall. – Liz Owen – ongoing, Liz has been in touch with Rev. Nick to ask if signs can be purchased, Liz will report back. - The Parent Forum were consulted regarding the constitution change and 100% of those that responded agreed with the amendment - Mary Toop offered to implement this change. Done. Mary will put this onto the website -Mary Toop – still to do. -Mrs White will highlight in the newsletter that the on-line questionnaire is still available – Mrs White - Done -The new bank account is operational. The PC will meet with Mrs White to discuss future spending. – Fiona Frize and Mrs White – Done, see below. -A social get together for all parents will be advertised in the newsletter. It will take place in the Dunblane Centre on 6/6/17, straight after school drop off. – Mrs White – Done - Lee Austin from the Dunblane Centre has been incredibly supportive in developing the partnership with the school. -The PC network meeting is on 16/5/17, Fiona will e-mail the PC to ask for a volunteer to attend. – Fiona Frize – Done, unfortunately no-one was available to attend this meeting. 	<p>Mrs White</p> <p>Liz Owen</p> <p>Mary Toop</p>

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4	<p>Treasurer's Update</p> <p>During this academic year the school have received £7,633 from the PC. There is a balance of £283 in the school account to be carried over into the academic year 17/18. The PC account has a balance of approximately £3,500. The rest of money from the old bank account at the Bank of Scotland will be transferred to the new account held at RBS.</p>	John Ure
5.	<p>Fundraising</p> <p>The PC want to acknowledge the vast amount of work that many parent volunteers gave towards organizing a lovely BBQ and ceilidh event, it was very much appreciated. Unfortunately, the attendance could have been better, the ceilidh was really good fun and enjoyed by everyone.</p>	
6.	<p>Parent Council Succession Planning</p> <p>The PC need a chair and a treasurer for the next academic year, it was suggested to have parent representatives from each year group from within the school and nursery.</p> <p>Fiona Frize as chair, will give a presentation at the prize giving service to highlight the positive impact and benefit to the children of the PC and how the work of the PC adds to the children's experience of the curriculum. Hanneke Booij has started to plan a digital presentation, Mrs White suggested that Hanneke meet with the Pupil Council to help put the presentation together.</p> <p>Fiona is going to compose a letter to go to the parents, she will then speak at the end of term prize giving and then another letter will be circulated in August asking for parents to get involved with the PC.</p>	<p>Hanneke Booij</p> <p>Fiona Frize</p>
7.	<p>A.O.B.</p> <p>Mrs White informed the PC that Mrs Reid will be retiring at the end of term, the PC will present her with flowers.</p> <p>Mrs Smith has been appointed as acting principle teacher, the remit includes creativity and employability (skills for life learning and work).</p> <p>Mrs White presented the draft School Improvement Plan, which prompted discussion. The next step is to further expand the details of the priorities and make an action plan in consultation with a parent focus group.</p> <p>Mrs White has been successful in securing funding for the purchase of 23 iPads to be used in school, iteach have already begun to give the teachers training.</p>	<p>Fiona Frize</p> <p>Mrs White</p>
8.	<p>Date of Next Meeting</p> <p>The next PC meeting will take place on 30 August 2017 and will take the following format: -</p> <ul style="list-style-type: none"> - 6pm – parents invited to the information sharing evening. - 6.30pm – Parent Council Annual General Meeting - 7pm – Parent Council Meeting <p>Liz Owen offered to provide cheese and wine.</p>	Liz Owen