



Agenda

Meeting of the St. Mary's Episcopal Primary School Parent Council Monday 11th June 2018 at 6.30pm

1. Apologies
2. Agree Previous Minutes - 23/4/18
3. Review Actions (30 minutes)
 - There was a request to see the PC balance sheet for 16/17 – **Mrs Russell**
 - **Gemma Beher and Fiona Frize** will attach role descriptions to the constitution and the constitution will be updated. – **Ongoing**
 - It was decided to change to the Bank of Scotland because of the ability to have an online treasurer's account. – **Alison Brown – Ongoing**
 - **Hanneke Booij, Fiona Frize and Karen Derrington** will meet with the fundraising group to discuss future plans.
 - It was agreed to investigate supermarket bag packing and the 'bags of help' fund - **Karen Derrington**
 - **Liz Owen and Klara Kynaston** are going to write a letter to approach larger companies asking for donations towards the white boards.
 - **Klara Kynaston** will check that nothing is deducted from the Kilt Walk donation by Everydayhero.
 - **Alison Brown** will ask Heather Mackie when the PC contribution of £40 towards next year's Dalguise trip is required. – **Ongoing**
 - **Mrs Russell** will ask Active Stirling if more notice can be given to parents about planned activities.
 - **Mrs Russell** will share the actions from the VSE at the June meeting.
 - **Klara Kynaston** will investigate if there are fundraising limits for individual teams participating in the Kilt Walk.
 - **Karen Derrington, Alison Brown and Liz Owen** will meet to make an application to the landfill money fund.
 - **Mrs Russell** will organise the purchase of the oven and the PC hope to cover the cost.
 - Agreed that the **Parent Council** will start consulting with the parent forum regarding the School Improvement Plan.
 - **Klara Kynaston** said she would put some blank data protection forms outside the office.
 - **Pauline Darnbrough** will e-mail parents asking them to complete the GDPR form.
 - **Gemma Beher** will update the child protection policy and circulate for comments.

- it was agreed it would be helpful to share the school playground charter with parents. – **Mrs Russell**

- A request for a school calendar combining both the PC and school events was agreed. This will be done by the Pupil Council during the first two weeks of the autumn term. – **item to be carried over to August/September PC agenda.**

- **Mrs Russell** will advertise Emergency Life Support course via the school newsletter.

- **Pauline Darnbrough** will e-mail parents about the course.

- The PC asked for the nursery/P1 induction date to be confirmed. – **Mrs Russell**

4. Headteacher's Report (20 minutes)
5. Fundraising Report (10 minutes)
6. Treasurer's Report (10 minutes)
7. Parent Council Funds Protocol (5 minutes)
8. GDPR (5 minutes)
9. Headteacher Recruitment
10. School Improvement Planning Focus Groups
11. Stirling Council's Parental Engagement Strategy: what can we take from this for St Mary's? (5 minutes)
12. Feedback from the National Parent Forum meeting in February (5 minutes)
13. A.O.B (5 minutes)
14. Date of Next Meeting and A.G.M.