

## Mosshead Primary Parent Council – 11th Sep 2018 – [APPROVED] Meeting Minutes

**Attendees:** Simon Johnson (SJ), Rhona Mason (RM), Jo McQuarrie (JM), Julie Kelly (JK), Alison Ward (AW), Shashi Ramachandra (SR), Susan Yeoman (SY), Ruairidh Dunford (RD), Angela Straine (AS), Janice Paterson (JP), Claire McGrouther (CM)

**Apologies:** Ashling Anderson (AA), David Lockington (DL)

### Previous Open Actions & follow ups:

- Careers Fair Feedback – JM
- Hall Booking / New Meeting Dates / Addition of SY to mailing list – SR/SJ

### Current Meeting Minutes:

<u>Agenda Item</u>	<u>Action(s) &amp; Assignee(s)</u>	<u>Date</u>
1. Welcome & Introductions	MPPC welcomed new PC member Claire and all the members introduced themselves.	11.09.18
2. Last Meeting Minutes	<p>Previous minutes approved with one addition and couple of typo corrections.</p> <ul style="list-style-type: none"> <li>• <b>SJ</b> follow up email to Councillor Cumming</li> </ul> <p>Actions:</p> <ul style="list-style-type: none"> <li>• <b>SR</b> to send approved minutes / file them on MPCC google drive</li> </ul>	11.09.18
3. Facilities Update	<p>Communication issues / lack of consultation around new pitch install were discussed and it was agreed to :</p> <ul style="list-style-type: none"> <li>• Get clarification on Football goal sizes / maintenance / lighting / access for out of school hours.</li> <li>• Put forward a request to change the tennis court markings to basketball court / Install process and costing.</li> </ul> <p>Actions:</p> <ul style="list-style-type: none"> <li>• <b>SJ</b> to email council on above clarifications.</li> <li>• <b>SY</b> to email parent body on the pitch status update &amp; council on go-ahead to proceed with the work while above items are being worked out with due sign in process.</li> </ul>	11.09.18

4. Careers Fair Feedback	<p>Update remains as documented in last meeting. Student feedback yet to be collated and shared.</p> <p>Actions:</p> <ul style="list-style-type: none"> <li>• <b>JM</b> to provide the careers fair pack for storage on MPPC google drive for future use / sharing with other schools if required.</li> <li>• <b>JM</b> to circulate student feedback when available.</li> </ul>	11.09.18
5. HT Report	<p><b>Parental Engagement / Communication</b></p> <ul style="list-style-type: none"> <li>• Twitter up and running, Class Dojo started to communicate ongoing activities/progress in school. This was well received by council members.</li> </ul> <p><b>Budget Committee / Spending</b></p> <ul style="list-style-type: none"> <li>• This includes school funds &amp; PTA funds. First meeting went well with JK representing MPPC along with PTA representative Angela. JK will share updates from the budget committee in future MPPC meetings</li> </ul> <p><b>Digital Learning / School Improvement Plan</b></p> <ul style="list-style-type: none"> <li>• Multi year Cluster Plan shared, SY/Teachers still working through these and will share more info in the future meetings</li> </ul> <p><b>Other Items</b></p> <ul style="list-style-type: none"> <li>• PE teacher exploring options on working towards 'Sport Scotland Awards' as part of overall PE / Wellbeing focus area.</li> <li>• Xmas event to be low key with approx. 45 mins activities (details to be worked out) and P7s will work towards a year end show.</li> </ul>	11.09.18
6. New Members	<p>Reviewed representations from all year groups and it was agreed to seek more representation from P1/P4.</p> <p>Actions:</p> <ul style="list-style-type: none"> <li>• <b>SJ</b> to send a invite email to parent body explaining Parent Council activities and requesting representation.</li> <li>• <b>SY</b> to forward this on Group call</li> </ul>	
7. MPPC Meeting Dates/Location/Timings/Logistics	<ul style="list-style-type: none"> <li>• Below dates were proposed to keep it aligned with just after EDC parent forum dates <ul style="list-style-type: none"> <li>• 20<sup>th</sup> Nov 2018</li> <li>• 22<sup>nd</sup> Jan 2019</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>• 26<sup>th</sup> Mar 2019</li> <li>• 21<sup>st</sup> May 2019 ( Amend to 28<sup>th</sup> May 2019 if suitable for majority)</li> </ul> <ul style="list-style-type: none"> <li>• Meetings to be held at Bearsden Academy between 7 PM to 8:30 PM.</li> <li>• Agreement not to print any documents for future meetings and members to use their devices to go through the same.</li> <li>• There is funding available to claim for any travel/stationery pertaining to PC matters</li> </ul> <p>Actions:</p> <ul style="list-style-type: none"> <li>• <b>SY</b> to request Bearsden Academy bookings with EDC</li> </ul>	
8. AOCB	<ul style="list-style-type: none"> <li>• EDC Parental Engagement Strategy will be discussed at Parent Forum on 17<sup>th</sup> Sep. <b>SY</b> to attend, <b>JK</b> will try to attend. <b>JM</b> as backup if not.</li> <li>• Head Teachers Appointment discussed, <b>SJ</b> to follow up with Jackie and communicate to parent body / MPCC.</li> <li>• SY's new email address <b>syeman@mosshead.e-dunbarton.sch.uk</b></li> </ul> <p>Actions:</p> <ul style="list-style-type: none"> <li>• <b>SR</b> to update mailing list</li> </ul>	11.09.18
9. Next Meeting Items	<ul style="list-style-type: none"> <li>• Parental Engagement</li> <li>• Cashless / Prepaid Lunch</li> </ul>	11.09.18
10. Dates	<p><b>Future EDC Parent Forum Dates</b></p> <ul style="list-style-type: none"> <li>• 17<sup>th</sup> Sep 2018</li> <li>• 19<sup>th</sup> Nov 2018</li> <li>• 25<sup>th</sup> Mar 2019</li> <li>• 20<sup>th</sup> May 2019</li> </ul> <p><b>Future PTA Meeting Dates</b>  Agreements for 1st Tuesday every month (except December or if holidays in the way)</p> <ul style="list-style-type: none"> <li>• 4th Sep 2018</li> <li>• 2nd Oct 2018</li> <li>• 6th Nov 2018</li> <li>• 8th Jan 2019</li> <li>• 5th Feb 2019</li> <li>• 5th Mar 2019</li> <li>• 30th Apr 2019 – AGM</li> <li>• 4th Jun 2019</li> </ul>	

