

## INVERGARRY PRIMARY SCHOOL – PARENT COUNCIL

### MINUTES OF MEETING HELD ON THURSDAY, 21<sup>ST</sup> NOVEMBER 2013, 6.30 PM

Present:	Ms Wendy Scollay	Mrs Tracey MacCallum
	Mrs Julie Gilchrist	Miss Maria MacRae
	Mrs Marion Riddle	Ms Lesley McNeill
	Mrs Irene Rodgers	Miss Catherine MacPherson
	Mrs Gayle Rand	Mrs Dee Collins
Apologies:	Mr Bill Clark	PC Tony Hannah
	Mrs Lauren Grant	Ms Emma Radloff

### Minutes of Last Meeting & Matters Arising

Minutes read and agreed.

#### Bank Accounts

PC Account balance as of 21/11/13 is £841.37.

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#### School Entrance

Donald did tighten the school gate hinges, but it has been noticed that is dropping slightly again.

#### School Benches

Construction hopefully underway soon.

#### Nursery Snack Funding

Some nursery parents have donated to PC Fund in lieu of donations for nursery snacks. These funds are to enable nursery to purchase new equipment.

Action: Lauren/Dee

#### Skiing/Transport

Carried forward from last meeting: Maria asked if any more funding is required to cover transport (swimming in particular). To ask Elizabeth on her return to work.

Action: Wendy

#### Harvest Festival Assembly, Monday, 30<sup>th</sup> September

Maria organised a collection from parents/pupils past and present for Jane Strachan upon her retirement, a gift of jewellery was presented to her at the Harvest Assembly.

## AGENDA

### Current Teaching/Staffing Provision

At present there is a vacancy for a teacher to cover years P1/3 on Tuesdays and P4/7 on Fridays. Kat Thomas is covering Fridays but has expressed a desire for this to finish at Christmas, Wendy is covering Tuesday mornings with Joy Middleton in on Tuesday afternoons. Permission was been granted for the post to be advertised in October, but this has not yet been actioned. Wendy has chased this up but understands there is a hold up in Business Support. Gayle to email Norma Young and copy in higher management at the Education Department to see if the issue can be resolved quickly.

There was a discussion around a lack of working space for the Headteacher at the school and concerns about the affect this may have on confidentiality issues. There is plenty of space in the old school house that could be utilised.

Catering Department are hoping to be able to provide a Christmas Lunch at the school, but further work needs to be completed before school lunches can be provided fully.

Action: Gayle

### School Website

The website hasn't been updated for a while, the PC minutes were last added in April 2012. It was acknowledged that Clem is away at present but Julie/Wendy will see if they are able to do this.

A request was also made for the Forthcoming Events to be updated regularly, parents find these pages a valuable tool when helping organise diaries.

Action: Julie/Wendy

### Playground Resurfacing Project

Maria has been following up on companies to obtain quotes (Thanks to Donald for providing drawings of the playground).

Doe Sports did not visit the site, but have quoted £38,658 plus VAT.

HAGS (who did the work for Roy Bridge) have never replied to enquiries.

Ecosse Sports were out on site today discussing options. They will get back with a quote and split this into the different elements/options available.

It is hoped there will not be any issues surrounding community access out of school hours – and that this will be looked upon favourably when applying for grants and funding. Wendy offered to contact the council for confirmation of community use.

A brief discussion around what sources of funding may be available, these include the Glengarry Trust, Commonwealth Games Funding and cash which is sitting with the Playground Forum which was donated by a local building company.

Action: Maria/Wendy

### P6/7 Trip Fund Bank Account

Current balance stands at £1,096.74. The signatories need to be changed to reflect present staff and parents, Dee and Emily's names were put forward.

Emily has been talking with a teacher at Banavie with a possibility of facilitating a join trip in 2014 to Edinburgh – this would solve the problem of such a small group this year with only one boy. It has been suggested that a joint school fundraising event be held to help the transport costs.

The pupils and parents of P6/7 have held meeting to discuss fund raising ideas for this year and have actioned: 'small change bags' at the Seven Heads and Filling Station, a stall to be held at Glengarry

Craft Fair on 7<sup>th</sup> December, Christmas Hamper Raffle at the Christmas Concert. Bodyshop catalogues were also distributed, a hamper for this has been donated for the raffle. A request for donations for the hampers will be sent out this week.

Action: Tracey/Emily/Irene/Dee/Catherine

## **AOB**

### Skiing

Starting 24<sup>th</sup> January for 4 weeks on a Friday at a cost of £88/place. Letters are going out shortly. To be noted that parents/helpers can have the tuition at the same reduced rate.

### Adverse Weather

There was a question regarding times of updates to the Telephone Information Services. Wendy will endeavour to update this as soon as is possible, she will first speak to other staff members and school transport/drivers but hopes to post updates quite early at around 7.30am.

### Highland Games Donation

The school have received a donation of £300 from the Glengarry Highland Games. It is hoped that this goes towards a new pedestrian gate in the same style as the large gate and sign.

It has been noticed that the sign and large gate are in need of some varnish/paint. Julie will try and find out what product is required for this.

Action: Julie

### Lay-By Use

The lay-by is being used for parking by the PE Teacher during times when it is required for nursery parents. Also, can nursery parents be reminded that the lay-by is needed for school transport on Tuesdays until the swimming finishes in January.

Action: Wendy/Dee

### Children In Need

Wearing Pyjamas to school and other fun activities helped raise £100 for Children in Need last week!

### Christmas Concert/Diary Dates

The School Christmas Concert this year will be held on Monday, 16<sup>th</sup> December. It was agreed for PC to supply the refreshments (teas/coffees/mince pies) with donations going towards a charity as usual. Lesley has offered to help organise refreshments. Julie will discuss the choice of charity with staff/children.

Glengarry Christmas Fair, Saturday, 7<sup>th</sup> December

End of term church service to be held on Friday, 20<sup>th</sup> December at 9.30am.

Action: Julie/Lesley & PC Members for refreshments

## **DATE OF NEXT MEETING**

Thursday, 16<sup>th</sup> January 2014, 6.30pm.

No further business, meeting closed at 8.15pm.