

# Agenda

## Parent Council Meeting

Monday 17 January 2022 at 7pm

Present: Lynne Spence (chair), Ruth Lea (secretary) Katie Croy, Lesley Howard, Ashleigh Gillespie, Lisa Gibson, Elaine Bain, Dawn Williams, Dawn Stanger  
Wendy Bowen (Head Teacher), Steven Burnett (Business Manager)

### **1. Notes of meeting on 01 November 2021 were approved**

### **2. Financial update**

No formal financial update available as still some issue with banking and past information. Working hard to resolve this. ACTION – Katie working on this.

Need to increase signatories for account – AGREED/ ACTION that Lynne Spence, Lisa Gibson and Dawn would be added as signatories

### **3. Spending plan for ‘Miles in May’ – discussion around ensuring a legacy**

Long discussion took place regarding books and plans to utilise spend from Miles in May. In addition, Lynne has spent some time with Miranda Johnston to understand the plans for the sensory room. Agreed new library book list would be funded and to be launched during World Book Day with a thank you to the fund raisers. Agreed there required to be further discussion about remaining spending to ensure in line with the purpose of fund raising. ACTION – funding of new books and launched during World Book Day

### **4. Fundraising Planning for remainder of 2022**

- a. Christmas Jumper Colouring Competition December 2021 – Lynne thanked the judges. Quality of entries very high and prizes provided with heavy discount from Logo Orkney worked well
- b. Work Book Day March Thursday 3<sup>rd</sup> March - Planning to celebrate world book day at school on Friday 04 March. Lesley shared webpage which had a number of ideas. Short story and book in a jar were a couple of ideas discussed. ACTION -Lesley Bews will do more research and we will perhaps do a number of things across the week to promote literacy.
- c. May event – discussed doing something active or outdoors. Ideas included sponsored walk/scapa/something eco/?tree planting or similar for golden jubilee?? ACTION - To discuss at next meeting
- d. Christmas 2022 – discussed being earlier this year and liaising with school. For example, if not doing Christmas Cards fund raiser perhaps the parent council could arrange this, or wrapping paper or something similar
- e. Discussed would be useful to have a separate fundraising idea meeting. Then this list could be used when needed. It was agreed, that fundraising should link into the needs of the school and improvement plan. ACTION – to arrange a fund raiding list

### **5. Calendar of Events for rest of year – school/parent council**

- a. Term 3 – Jan – Easter – world book day, parents evenings
- b. Term 4 - Easter – Summer – some “sports day” likely but in a smaller form again due to covid

Agreed it would be good to reinstate a Calender of Events to help parents plan and that parent council could link activities to things happening in school

**6. Update from Head teacher – Head teacher report attached separately**

**7. Purpose of the Parent Council – Discussion**

- a. Partnership between school and parents - The function of the parent council was discussed, including the role and remit and what we could do to better involve the whole parent forum. The parent council must be seeking and hearing their views of all the parent forum. ACTION – to review the HEALTH CHECK DOCUMENT - Equality and Equity audit tool by connect.
- b. Training opportunity Connect – there are dates available for any committee members to attend. ACTION - all dates will be shared by a separate email.

**8. Communication Strategy** – Discussed how we would best communicate with the parent forum. Suggested that Papdale Parent Council has own facebook page but agreed not everyone has facebook but it is can be easier to get messaging out. Papdale website not working and that is currently where minutes from meets etc go. Wendy suggested we did a video update which could be shared like “Goss from the Boss” – agreed we needed to think a wee bit more and develop a communication strategy/ask parents for feedback. ACTION – to develop this further in line with Parent Council role and remit. ACTION – Steve to look into website

**9. DONM** – Monday 25<sup>th</sup> April at 7pm. VScene very difficult tonight with people dropping in and out and sound failing. To consider different platform for next meeting

**10. Close**