

FRIENDS OF GLAITNESS SCHOOL

Tuesday 10 September 2019, 7pm

MINUTES

PRESENT:

Linsey Burns (Outgoing Chair)
Gemma Dorricott
Steven Johnston
Helen Killeen (Acting Secretary)
Mary Maley
Sharon Muir (Depute Head)
Donna Reid
Ingrid Rendall (Head)
Karen Rorie
Ola Slater
Jess Smith

APOLOGIES:

Alison Brown
Katrina Budge
Fiona Kelday
Kerry Leask
Emma McConnachie
Alice Peace
Nicola Scott
Shaun Tulloch (ELC Manager)

NOT PRESENT:

Alison Brown

1. OPENING OF MEETING

L Burns welcomed everyone along to the meeting and thanked them for their support during her time with the Parent Council. Tesco will be granting £1,000 or £2,000, or £4,000 from their charity Bags of Help.

2. APOLOGIES FOR ABSENCE

It was noted that apologies had been received from those detailed above.

3. APPROVAL OF PREVIOUS MINUTES

Approval of previous minutes from the last meeting 11 June 2019 had been emailed to the group and were agreed.

4. NOMINATION OF OFFICE BEARERS

Nominations for Chair – Steven Johnston, proposed by Linsey, seconded by Mary. Kerry wants to stand down as Treasurer – Linsey nominated Gemma, seconded by Ola. Clerk (paid) position to be advertised (but if paid position, it cannot be undertaken by staff member or parent). Steven to clarify rules with OIC.

5. REVIEW OF CONSTITUTION

Discussion around Quorum which was to be changed to 6 rather than 8 parents.
(Post meeting note, on review of the constitution the quorum is already set at 6).

6. CLASS REPRESENTATIVES

ELCC – Katrina Budge
P1/2RM – Jess Smith
P1/2S – Barbara Leask/
P2/3S – Fiona Kelday
P3/4WL – Karen Rorie/Emma McConnachie
P1/2/3H –
3/4/6S – Gemma Dorricott
4R

4/5BG

4/5T – Ola Slater/Alice Peace

5/6F – Emma McConnachie?

67F – Mary Maley

6/7H – Jess Smith

6/7R – Alison Brown?/Karen Rorie

Raise awareness through Facebook and the bulletin.

7. HEAD TEACHER'S UPDATE

Staffing Update 2019/20: Mr Tim Ross, Miss Alice Flett, Miss Shannon Robb, Mrs Emma Moodie, Ms Corey Symonds, Mrs Ingrid Rendall. There are 5 new team members in the nursery. 2 members of staff are going on maternity leave at the end of term 1 – Mrs Spence and Ms Grieg. 6 Support for Learning Assistant temporary positions to 31st March 2020 have been recruited today, some of which are currently being filled in on supply. The temporary auxiliary post is to be recruited shortly.

Uniform – a lot of children are wearing uniform. The P7s look particularly smart in the black hoodies provided by the FOGS.

Playground entry – seems to be working well. The back playground has much more space and is a calmer environment.

Glaitness is working closely with Papdale Primary School on curriculum i.e. attainment, writing. Staff can opt into sessions, i.e. science, learning through play - a good way to share expertise. The schools have at least 3 dates for working together. Mrs Ingrid Rendall and Mrs Wendy Bowen have 2 dates for them to work together too. There is potential for the Parent Councils of the two schools to also share ideas in the future.

Mrs Rendall spending time in classes and in the playground getting to know the children better.

8. TREASURERS UPDATE

8.1 EXPENDITURE

P6 Hoy trip – FOGS is funding 50% of any trip cost over £100, the School Fund is funding the remaining 50% to ensure that the cost of the trip remains at £100 for parents.

The FOGS bank account will remain in Glaitness Parent Council name.

Gemma will approach Kerry for a handover of the Treasurer's role.

9. EXTRA-CURRICULAR CLUBS

Netball started yesterday, football started tonight. Badminton starts on Friday – a parent/caregiver rota has been devised as the volunteers cannot be there all the time. Due to data protection regulations, the school cannot share the rota information between parents. If a parent/caregiver cannot do their rota turn, they are to contact the school office without delay and the office will try to source a substitute.

10. FUNDRAISING

- Bonfire night – Ola noted that Alice has been asked by the Rotary Club if the FOGS want to cater for the bonfire night. It was felt that providing food at that and a Halloween Disco

would be expecting too much of volunteers. Ola will inform Alice who can then advise the Rotary Club.

- Halloween disco held in Dining Hall – previous disco £2 entrance fee included 3 free glow sticks, packet of crisps and drink of juice. It was decided to continue this. There will be two discos: Nursery-P3, P4-P7 with 15 minute changeover. Promotion of the disco will be through Facebook, posters, bulletin. The disco will be held on Friday 1st November.
- Steven will contact Linsey re: transferring Facebook admin over to him and to invite FOGS members to the closed Facebook group. All disco correspondence is to take place over the closed Facebook group. Ola will approach Alan Garrioch to see if he is willing to DJ the disco. Jess to look into snacks from J W Gray.
- Christmas cards – proceeds go to Parent Council. Sharon gathers the completed designs and posts them away. It was agreed to continue the purchase of Christmas books for P1s to be wrapped by FOGS members – 27 P1s and 64 ELC pupils.

Other FOGS fundraising ideas – book sale, bingo, quiz, Cube/game show – to be discussed at the next meeting.

A raffle will be held before Christmas in aid of the School Fund.

11. AOCB

Family photographs have been discontinued due to the logistics, staffing time taken out of school day and no financial gain. Steven will speak to East Kirk Toddlers group who have done similar family photos in past and establish if FOGS could run something similar.

The last parents' evening in the PE hall coincided with the Book Fair. Sharon suggested FOGS providing teas and coffees for donation. An information board might be useful to promote FOGS featuring a logo to be designed by pupils. Leaflets can be given out to parents too.

Helen will let Steven know how many parents booked in each night. FOGS will purchase refreshments.

12. CORRESPONDENCE

5G and Wi-fi correspondence received from an individual in Rousay campaigning against the introduction of 5G and wi-fi was shared with those present.

Steven will send a reply stating that the letter had been received and the contents noted.

13. DATE OF NEXT MEETING

The date of the next meeting will be Tuesday 12th November in the Staffroom at 7pm.

14. CLOSURE OF MEETING

Steven brought the meeting to a close and thanked everyone for their attendance.

Action Log 2019-2020			
No:	Owner	Action	Date Complete

1.	SJ	Advertisement of (paid) Clerk position	
2.	GD	Assume all aspects of Treasurer's role prior to next meeting, i.e. update meeting on income, expenditure and balance to date.	
3.	SJ/School	Seek parent representatives for classes who have none at present through Facebook (SJ) and bulletin (school).	
4.	SJ/School/OS	Promotion of the Halloween disco Friday 1 st November will be through Facebook (SJ), posters, bulletin (school). Ask Allan Garrioch if he will DJ at the disco (OS).	
5.	SJ	Contact Linsey for Facebook admin transfer, invite FOGS members including school SMT to the closed Facebook group which will be used for organising the disco.	
6.	SJ	ELC and P1 books to be purchased. Date to be set for wrapping.	
7.	SM	Christmas Cards	
8.	SJ	Family Photographs	
9.	SJ/IR/SM	Parents Evening	
10.	SJ	Respond to Wi-fi letter	
Completed Actions			