



# Cardonald Primary Parent Council AGM – Meeting Tuesday 7<sup>th</sup> September 2021

Attendees	Ronnie Jamieson Sharon Corr Lyndsey Seeley Mr Coogan - HT Mrs Waddell DHT
Apologies	Amanda Malloy Heather Murchie John Quinn Gordon Forbes Julie Urquhart Fiona McIntyre Lucy McWilliams

Item Discussed	Action Required / Outcome	Action By	Completed Date
Welcomes & Apologies	The meeting was opened by the PC Chair and apologies received read out.	N/A	
Chairperson's Report	Mr Jamieson read out his report and resigned as Chairperson and will be attached to the minutes	N/A	
Treasurers Report:			
Opening Balance - £3069.06 Closing Balance - £2819.18	Zoom account licence was renewed for 1 year at the cost of £143.88. As the previous Treasurer originally set this up and paid for the renewal last month, the account is to be deleted at the end of the school year and if it is required to be renewed, then a new account is to be set up.	JU	
Dissolution of Current Parent Council	The current Parent Council was dissolved by Chairperson.	RJ	
Selection of Parent Council Chair	Chairperson – Mrs Sharon Corr	MC	
Appointment of Parent Council Members	Lyndsey Seeley Amanda Malloy Heather Murchie John Quinn Gordon Forbes  Can all members please email their updated contact details to <a href="mailto:info.cardonaldpc@gmail.com">info.cardonaldpc@gmail.com</a> email address.	SC	

Appointment of Co-Opt Member	The PC members were asked to vote on the appointment of Co-Opt for Mr Ronnie Jamieson to be part of the Parent Council due to his experience and affiliation to the local Community Council. Mr Jamieson Accepted the invitation.	SC	
Selection of Parent Council Office Bearers	Vice Chair – Mr Ronnie Jamieson Secretary – Mrs Amanda Malloy Treasurer – Mrs Lyndsey Seeley	SC	
Previous minutes from the meeting of 1 <sup>st</sup> June 2021 were read and matters arising discussed.	Matters Arising : <ul style="list-style-type: none"> <li>• Cost of skip hire is to be confirm by Mr Coogan</li> <li>• Can parents drop off uniforms to school? Mr Coogan said yes it is possible at present by the school has received many uniforms so far.</li> </ul>	RJ	
<b>Head Teachers Report:</b>	Mr Coogan read out his Head Teachers Report and a copy will be attached to the minutes.	MC	

<b>Secretary's Enquires / Emails</b>			
Covid risk Assessment for new school year.	Mr Coogan was asked if the updated COVID Risk Assessment had been completed and if any further actions where outstanding for the new school year. The site specific RA had been completed and all actions had been implemented.	RJ/MC	
Cleaning & Catering Updates	Last week due to COVID procedures the catering staff were required to self-isolate. For that day there was a soup & sandwich service provided but normal lunches were provided from the next day onwards.	MC	
Water bottles & refilling	HT was asked if the children were allowed to use the water dispensing stations due to mixed information being raised via the parent forum. Mr Coogan informed the PC that they had to wait until these dispensers had been water safety tested and electrical tested due to being out of action last year as part of the school COVID risk assessment. The 2 school water dispensers are now operation. Mr Coogan would like to remind the parent forum if they could ensure that children arrive at school with a full water bottle to ensure that the use of the dispenser is reduced to prevent spillage.  We were previously able to get a donation of water bottles for the school, these have now all been given out and it was agreed that we will put a message on social media to see if we will be able to get any more donated to school for any pupils who don't have access to a refillable bottle.	MC	
Outdoor Learning	The PC asked Mr Coogan & Mrs Waddell if there are any plans to extend the current outdoor learning or if the current model would still apply. This was also part of our wider plans to start to fundraise in the near future as this hasn't been possible over the last 18 months. There were plans last year to continue with a Phase 3 of the playground development with further equipment that can be used for learning but also at break times.  The PC will discuss what we could do to fundraise to help with this development and discuss at the next meeting. Mr Jamieson will make contact with Kompan and	MC	

	<p>arrange a meeting with the company, PC and HT to arrange various costs so that we have a plan to share with the parent forum the goal we aim to achieve.</p> <p>Mrs Murchie informed the group that she had seen an idea for a story tree which may work in 1 of our playgroups. This idea was well received and will be taken forward to the next meeting for further discussion.</p>		
Communications – Via Email & Social Media	<ul style="list-style-type: none"> <li>• GCPG courses available in the future for PC members and also for the Parent Forum. These will be sent out via social media. If any member of the PC attends then please contact the Secretary so that we can update our training records.</li> <li>• The HT was asked if there were any rising complaints at the Fuel Zone and school lunches due to the rise of discussions on social media channels. We were updated that there was no immediate complaints compared to other schools and that the menu has been distributed to the parent forum.</li> <li>• GCPG are running a road safety poster campaign. These will be shared on our social media.</li> <li>• Equality &amp; Equity Toolkit – GCPG have developed and are running online sessions. The PC members will look further into this going forward.</li> </ul>	RJ	

#### School Library :

Update on School Library & Scholastic Account	<p>Mrs King used the Scholastic credit that was remaining to get novel sets for the library before the expiry date. Mrs King was able to purchase £650.00 worth of books which will continue the support that the PC provides to the school library.</p> <p>Mrs Corr has been updating the new novels received via the PC Scholastic account over the summer. Ensuring books are stamped and categorised. These have been returned and now a new batch is being completed by Mrs Corr which will be returned to the school shortly. Mrs Corr will require further items to complete this and this will be passed to the PC for authorisation and payment.</p>	SC	
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#### Fundraising :

Possible Event ( October)	PC is looking into arranging a sponsored event in October to kick start the Healthy Heart Fund that has supplied many items for the school & pupils. The PC and school will look into what is required to prepare a plan for the event and present at next meeting. We will look to try and arrange a meeting prior at school to try and agree a date to prepare as much as possible before Octobers PC Meeting	ALL	
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#### Any Other Competent Business :

PC Code of Conduct	The newly established PC members will be sent a copy of the PC code of Conduct which will be required to be read and email sent to the Secretary to confirm	ALL	
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	acceptance.		
Leaving gifts	Due to the Departure of Mrs Clark and future departure of Mr Bell it was voted through to purchase a gift for these 2 long serving members of the school team. Gift are to be up to £50 each.	SC	
Morrison's Garden Tokens	Morrisons are running an event where customers are able to collect tokens and can be exchanged for gardening equipment for the school. Mrs Seeley will contact the Morrison's Campion, Ellie, and gather further information which will be send out via social media.	LS	
Parent Council 2022 AGM	The Chairperson has raised that due to the issues before the summer due to most of the office bearers standing down, next year's AGM should be brought forward to May. This would prevent no office bearers in post to carry the PC over the summer months. This motion was put to the members and passed.	SC	
PC Roles	A post is to be placed on social media to promote the different roles in the PC to allow parents/carers to hopefully attend and be part of the PC.	AM	
Newsletter	The PC would like to kick start the PC Newsletter which would involve the school pupil council. The HT will discuss with Mrs Strang to promote the idea and how best this would work.	MC	
Standing Items	Standing items that Parent Council provides annually will be minuted at the next meeting.	LS	
Change of Day for PC Meetings	Mr Coogan asked if a change of day could be considered for the PC meetings, possibly to the first Wednesday of the month rather than the first Tuesday. This will be discussed with the members and a decision made prior to the next meeting.	MC/SC	
Playground Brushes	The PC had previously supplied a brush for sweeping water away in the playground, Mr Coogan asked if the PC would consider supplying another 2 brushes, this was voted and agreed. Mr Jamieson will arrange to purchase these and hand them into school.	MC/RJ	

**Next Parent Council Meeting**

**Tuesday 5th October @ 1900 - TBC**