



# Cardonald Primary Parent Council

## AGM - Tuesday 2<sup>nd</sup> May 2023

**Chairperson** – Sharon Corr   **Secretary** – Ronnie Jamieson   **Treasurer** – Lyndsey Seeley

**PC Members** - Heather Murchie

**Parent Forum** - Jen Stewart   Lesley Healy   Karen Gallagher   Jennifer Sutherland   Susan Rafferty

**Staff** - Mrs Waddell – DHT   Mrs King - PT

Attendees

Apologies

**PC Members** - Gordon Forbes

Item Discussed	Action Required / Outcome	Action By	Completed Date
Welcomes & Apologies	The meeting was opened by the PC Chair and apologies read out that were received. A warm welcome was given to parents/carers who attended.	N/A	N/A

Chairperson's AGM Report			
Report provided by Sharon Corr	Report is attached to minutes	N/A	N/A

Treasurer's AGM Report			
Report provided by Lyndsey Seeley	<ul style="list-style-type: none"> <li>• Verified accounts will be submitted at the September PC meeting due to the dates. Nancy Loftus is verifying these accounts.</li> <li>• The next verified accounts will run until 31<sup>st</sup> March 2024 to allow these to be audited and submitted at AGM 2024.</li> </ul>	Treasurer	

<b>Dissolution of PC and Appointments</b>				
Present Chairperson	Sharon Corr then dissolves the current PC membership and hands over the meeting to Mrs Waddell,			
Appointment of New Chairperson	<ul style="list-style-type: none"> <li>Nominations were asked for a new PC Chairperson by Mrs Waddell and Lyndsey Seeley was nominated and seconded as listed below,</li> <li>Lyndsey Seeley is now the new PC chairperson of Cardonald Primary Parent Council.</li> </ul>			
Appointment of PC Members	<p>The following attendees at the AGM asked to be a full member of the new Parent Council.</p> <p>Lesley Healy    Jennifer Sutherland    Susan Rafferty</p> <p>Jen Stewart    Karen Gallagher    Heather Murchie</p> <p>Sharon Corr</p> <p>Gordon Forbes requested to be part of the PC as a member via PC email.</p>			
Co-Opted Members	The chairperson asked the members if they would like to ask Ronnie Jamieson to be part of the PC due to his experience and link with the Community Council. The members voted yes and Mr Jamieson accepted the invite.			
Appointment of Office Bearers	The following PC members accepted nominations as Office Bearers.			
	<b>Role</b>	<b>Name</b>	<b>Nominated by</b>	<b>Seconded By</b>
	Chairperson	Lyndsey Seeley	Sharon Corr	Ronnie Jamieson
	Vice Chairperson	Ronnie Jamieson	Sharon Corr	Jennifer Sutherland
	Co-Vice Chairperson	Karen Gallagher	Lyndsey Seeley	Sharon Corr
	Secretary	Lesley Healy	Sharon Corr	Lyndsey Seeley
	Treasurer	Sharon Corr	Lyndsey Seeley	Ronnie Jamieson
Social Secretary	Jen Stewart	Sharon Corr	Lyndsey Seeley	

**Appointment of new Parent Council Completed. The new Chairperson, Lyndsey Seeley resumes the monthly Parent Council Meeting.**



# Cardonald Primary Parent Council

## PC Meeting Minutes - Tuesday 2<sup>nd</sup> May 2023

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Previous Minutes			
<b>Previous minutes from the meeting on 7<sup>th</sup> March 2023 were discussed.</b>	Items raised from previous minutes: <ul style="list-style-type: none"><li>Learning Through Landscapes – this is still ongoing, more information can be found in the Head Teachers Report</li></ul>	Secretary	
<b>Approval of Previous Minutes</b>	Approved by – Sharon Corr    Seconded by – Lyndsey Seeley	N/A	N/A
<b>Matters arising from Previous Minutes</b>	<ul style="list-style-type: none"><li>Need PC volunteers to collect uniform donations on both parents' nights on 11<sup>th</sup> and 16<sup>th</sup> May and to attend on P1 transition day</li></ul>		
	<ul style="list-style-type: none"><li>Uniform Donation information to be added to social media</li></ul>	JSt	

Treasurers Report			
<b>April 2023</b> - Opening Balance - £3559.04    Closing Balance £3589.35	<ul style="list-style-type: none"><li>Treasurer's report for April and May is attached. Full accounting will be issued in August as awaiting auditing</li></ul>	Treasurer	
<b>May 2023</b> - Opening Balance - £3589.35    Closing Balance £4143.19			

HT Report			
<b>Head Teachers Report</b>	The Head Teacher Report is attached to the Monthly Minutes. This was read out by Mrs Waddell in Mr Coogan's absence	N / A	
	Mrs Waddell had enquired on behalf of Miss Mohd about Parent Council contribution to P7 leavers and how much will be allocated. They are not sure what the cost will be for the event as they are not having yearbooks this year. It was decided the donation from PC will be £500	Treasurer	
	Mrs Waddell asked if the dates for the disco can be arranged in advance so they can add to the yearly staffing calendar issued in August. This will be added to the agenda for the next meeting	LH	

<b>Secretary's Enquires / Emails</b>			
<b>Lets</b>	Lets for May & June have been submitted. The cost of each Let is now confirmed at £50.62 due to the changes by GCC.  It was discussed by all members if future meetings should be moved to Rosshall Academy, as the Let cost for high schools is only £11.40. This was agreed by all members and the school staff. RJ is to ask Glasgow life if we can start this from September's meeting as next month's meeting has already been booked for Cardonald Primary.	Secretary	
<b>PC Members</b>	3 email enquiries had been received from Parent Forum members who wished to join the PC and future meetings. These members where in attendance and a thank you was shared by the Chairperson.	Secretary	
<b>Health &amp; Wellbeing Census</b>	The GGC Health & Wellbeing Census was released on social media. The interim report and poster was shared on our social media for the Parent Forum.	Secretary	
<b>School Christmas Parties</b>	Mrs Waddell emailed and asked if the PC would consider changing the standing item for the contribution to the school classes in December. Rather than £2 a head, they have asked if the PC would supply Juice, crisps etc. so that all classes received the same items. This may work out cheaper for the PC funds. RJ & LS will work out the comparison cost and feedback at the next meeting.	Chairperson	
<b>Dishwasher email</b>	We received an email from Mr Coogan to ask if the PC would consider replacing the dishwasher within the school. The PC were aware that the dishwasher was located within the staff room and doesn't contribute to the daily routine for the school pupils. The PC have a discussion and voted that we did not feel it was in the best interest to use PC funds and therefore agreed not to replace the dishwasher.	Secretary	

<b>Fundraising</b>			
<b>Healthy Heart Fund and General Fund</b>	Discussed with new PC members that we have separate ringfenced money for Healthy Heart Fund and what this is to be used for. Standing Items to be added to agenda for next meeting	LH	
<b>Fundraising Dates</b>	Plan to set out fundraising dates and communicate these with the school for next year as to not to conflict with other school fundraising events	LH	
<b>General Fundraising Ideas</b>	Scholastic Book Fair was used in previous years and gives credits for books. PC does not have log in details for this anymore as was with previous PC member. School may have this. To enquire about this or set up new account	KG	
	Usborne Books may do something similar, will enquire further about this	JSu	
	A Christmas Fair was suggested for Last Saturday in November. Locations other than the school were suggested for cost and foot traffic but unsure if insurance would cover this. May be able to buy separate	LH	

	insurance from venue. A Spring/Summer Fair may be better. Will add to the agenda to discuss more at next meeting		
<b>Grants/Funding</b>	Discussed what Grants may be available for Parent Councils. Ronnie will speak to Chris Stephens MP as previously helped with this	RJ	
	Lottery gives out grants but for a specific cause. Greenspace Scotland have £1500 grant. Lord Provost Fund may also be available. Heather will look into further funding	HM	
	Library Funding was discussed. Find out pricing for Dan the Story Man to do session on Mental Health & Wellbeing so we can add this to funding proposals	LH	
	Other general fundraising ideas were discussed; Discussed funding a nurture room/quiet space JSu forwarded an email regarding battery recycling from the Parent Partnership Tesco Garage currently has blue token fundraising for another school in the area Notice in Scotmid stating they have a community champion Morrisons community champion has changed to a new person	N/A	
	NHS Healthy Eating Fund may be available for previous idea of a chef for healthy eating tasting day. Susan will enquire into this further	SR	
<b>Fundraising Committee</b>	Discussed now having a dedicated fundraising sub committee as enough members of PC. Will add to agenda for next meeting	LH	

<b>Any Other Competent Business:</b>			
<b>Code of Conduct</b>	RJ informed the new members that CPPC has a Code of Conduct which is there to allow all members to feel welcomed and to know what can be discussed during meetings. This will be updated and brought to the next meeting to for all members to sign. A copy will be posted on group chat for members to read prior to the meeting.	RJ	
<b>WhatsApp Groups</b>	All previous WhatsApp groups will be deleted and 2 new groups will be created. One for all members and one for Office Bearers. This will be completed within the 1 <sup>st</sup> week.	RJ	
<b>PC Email Accounts</b>	All email accounts will have their passwords changed within the first week and new details sent out to the new members within their posts. All Office Bearers will have access to the Info Inbox to allow a speedier response where possible. All passwords will be held by Chairperson & Vice Chairperson.	RJ	

<b>Next Parent Council Meeting - AGM</b>	<b>Tuesday 6<sup>th</sup> June 2023 @ 1900 within Cardonald Primary</b>
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I want to begin with extending my thanks to the Parent Council members for their support to myself and the Parent Council over the last year. It has again been a challenging year for us with low member numbers but we have managed to survive another year and hopefully Cardonald Primary Parent Council will be able to continue in the coming years. I want to extend my gratitude to the Lyndsey and Ronnie my fellow office bearers, we had to cut the number of office bearers due to low numbers so we've had to work extra hard to keep things going. It has been lovely to have been able to meet in person for our last 2 meetings and something we would be keen to continue with going forward.

On behalf of the Parent Council I would like to thank Mr Coogan, Mrs Waddell and Miss Mohd for all their support to the Parent Council over this school year and their continued presence at meetings.

A previously mentioned It has been another challenging year for the Parent Council and we again find ourselves in a bit of a transition. We were grateful to see some new faces join us at the last Parent Council meeting and I hope we can gain more members to boost our numbers so we can continue as a parent council and continue being able to support the school and children of Cardonald Primary and not be lost as has been the case in other schools.

We were delighted to have been able to restart discos again having run these at Christmas and spring where a great time was had by all. We also continued with our weekly bonus ball and generated some funds through easy fundraising. Having come through the pandemic where we were unable to run any fundraising events and now into a cost of living crisis where many families are struggling, it leaves us still in a difficult position financially as we are mindful of not wanting to put any more pressure on to our families. Although it does serve as a reminder that the Parent Council is not just here for fundraising it's about so much more. The Parent Council strives to gather and represent the views of all parents and work in close partnership with the school to promote parental involvement and support school improvement.

So what have we done during this school year?

- The school and Parent Council have strived to keep open lines of communication to allow us to get information out to the parent forum.
- We were successful in securing a grant to install benches in the upper playground.
- We funded Christmas parties across all year groups.
- We funded book from Santa to P1-P3.
- We will be giving a contribution to the P7 leaver's event.
- We funded football strips and tracksuits.
- We funded wallets for savers with Credit Union.
- We provided survival kits for the parents of our new P1 pupils to help make the day a little easier.
- As mentioned previously we ran 2 discos during the school year.
- We ran a 'Meet the Parent Council Event'
- We secured a number of free tickets to Glasgow Clan Ice Hockey which allowed several families to attend a great family night out.

To conclude, it has been a privilege to have held the position of Chairperson for the last 2 years and I thank the members who entrusted me in this role. However it is my decision to now step down and hand the baton on. I will still very much continue to support the Parent Council and I hope that going forward the Parent Council is able to grow in numbers to be able to go on supporting the school and the parent forum in the coming years.

Sharon Corr, CPPC Chairperson



# HT Parent Council Report

Report for 2<sup>nd</sup> May 2023



## **Staffing**

Mrs Strang is off long term at the moment and Mrs Jardine we expect to be absent for next few weeks. P7/6 will be covered by Miss Christina Morrison.

Mrs Seils has returned to the office but is on her own with Ms Carlin being on maternity leave. Liz is stretched and therefore phone calls may not always be answered as quickly as they normally would be.

Mrs Waddell and Mr Coogan have had groupcall training to try and help out with admin tasks.

Miss Malik will be back with us next week. Miss McCall will be back at the end of June.

## **Pre-entrants August 2023**

School roll projections for next year are down on previous years. So far, we have 33 confirmed to be starting in Primary 1 and 5 unconfirmed.

P1 Pre-entrant days begin on Wednesday 17<sup>th</sup> May. A member of Parent Council to attend pre-entrant on Tuesday 6<sup>th</sup> June 9:15am if possible.

## **Staffing next session**

A maximum of 38 children are coming into school and 49 leaving us. Our staffing for next year currently looks like 14.1 teaching staff including the Leadership Team. We currently have 15.4. We hope to still have 11 classes in order to leave space at each stage to allow us to accept placing request throughout the school year. We have requested a Probation Teacher again this year.

## **P7 Transitions**

P7 transitions started with visits from Rosshall teachers today. P7s going to Rosshall will visit the school on 23<sup>rd</sup> and 24<sup>th</sup> May.

## **Learning Through Landscapes**

Steve has worked with teachers and classes across the school to plan together. The final input to staff will be on the May INSET day when we will look at how to best incorporate outdoor learning into our planning going forward.

### **After School Clubs**

Miss Church is taking a P5 – 7 dance club this term and the children will have the opportunity to perform at the final session.

There are also afterschool clubs running for P2 – 4. These will be the last after school clubs of the year.

### **Blair Drummond Trip**

We have had a great response from parent helpers which we are very grateful for but are unable to response to say if they are needed or not at this point as we are finalising arrangements and adults from school who are going.

### **Sports Day**

Similar format to previous years with commonwealth countries as the theme. Information on whether your child is AM or PM and their country will be out by end of next week.

### **Athletics**

The Glasgow PEPASS team have announced an Athletics competition at Nethercraigs. for 4 boys and 4 girls from P6 and from P7. We have applied to join this on Monday 5<sup>th</sup> June.

### **Credit Union**

We have our personalised banking books now but unfortunately credit union hasn't been running as Mrs Strang is absent.