

PORTREE PRIMARY SCHOOL PARENT COUNCIL MEETING 24 June 2014 [6.30PM]

PRESENT	Ingrid Bruce[Chair and PR], Angela Smith [Depute Chair and PR], Debbie MacDonald [PR], Donella McIntyre [PF], Donna MacPherson [PR], Emma Bennett [PF], Rachel Low [PF], Kay MacDonald [PR], Kathleen MacLean [Treasurer and PR], Maureen MacLean [PR], Chloe Bruce [TR], Neilian Mackenzie[TR],]Isobel MacLeod [PR], Tiffany Maberley-Dick [PF], Gill Smith [PR], Sandra Dixon [PR], John Finlayson [HT], Andrew Shaw [PR]
APOLOGIES	Helen Gilpin[PR], Rachel MacDonald]PR], Wilna Purdy [PR], Ingrid Galbraith [PR], Allison Rouse [Secretary] (Wilna also indicated she is resigning as Parent Rep due to ill health.)

Ref	Item		Action
1.	Welcome and apologies		
2.	Minutes of previous meeting	An amendment was made to the minutes of the May meeting to correct names and then the minutes were approved by Kay and seconded by Chloe.	
3.	Matters Arising	There were no other matters arising not already on the agenda	
4.	Treasurer's Report	Kathleen advised that we have £895.56 in our account. Paperwork for the financial allocation from the Council has been submitted and we are now awaiting the transfer of funds (£296.70 net allocation) Kay to ask for a volunteer from the bank to review our accounts prior to the AGM.	KMacD
5.	STAFFING AND ASN ALLOCATION	Staffing update summary as per list issued to parents.	JF
6.	PARENT COUNCIL HIGHLAND AND NATIONAL FORUM UPDATE	Generic email address has been trialled recently. Highland Council to issue results of trial and then new email address could be used by the PC.	IB
7.	BIOMASS BOILER UPDATE	Work has started on the biomass boiler installation and should be completed by the start of next session. Some summer lets within the school have had to be cancelled because of the work.	

8.	FUNDRAISING SUMMARY 2014	<p>2013/2014 fundraising comprised Hallowe'en Disco/Christmas Fayre/Family Quiz night/Soup and Pudding event and a Cookbook. The PC have provided funds from this for the new school kiln.</p> <p>No ICT funds had been required this year from the PC but there may be a requirement to assist with funding for additional ipads next year.</p> <p>Ingrid asked for volunteers to sell cookbooks at the Prize giving service at the end of term</p>	All
9.	AROS UNIFORM ORDERS	<p>Aros have been processing bulk orders as agreed. Five complaints have been received by PC regarding price and a further three complaints received today. The history and issues were discussed and the following was agreed as we all want best value:</p> <ol style="list-style-type: none"> 1. Aros will continue to be used as main supplier 2. Sew on badges will also be available to purchase via the school for same colour blue sweatshirts 3. Tesco samples will be looked at to see if quality and colour are good enough for use <p>The situation will be reviewed next term to see how well these options are working. Parents should be encouraged to pass on and recycle sweatshirts voluntarily. It is not an option that plain sweatshirts are worn with no school logo. Ingrid to respond to all email complaints. Donella to report back on information about voucher assistance. Blythswood charity shop to be used for recycling sweatshirts and the PC may recycle school clothes at any fundraising events next session. Angela highlighted that Union discounts are sometimes available.</p>	<p>All</p> <p>IB</p> <p>DMcl</p> <p>All</p>
10.	USE OF SOCIAL MEDIA	A letter will be sent out from the school to repeat the message about use of social media and discourage parents from using it to discuss school issues and possibly create misinformation.	JF
11.	CORRESPONDENCE WITH DIRECTOR OF SOCIAL CARE AND LEARNING AND AREA EDUCATION MANAGER MEETING	<p>Two letters regarding plans for the existing school and a request for written answers following the meeting at the HighSchool had been sent to Hugh Fraser. They have been acknowledged but a formal response is still awaited.</p> <p>Allison and Ingrid had met with Norma Young and confirmed that we were seeking answers in writing following the High School meeting.</p>	IB

12.	PARENT QUESTIONNAIRE 2014	There has been a good response to the questionnaire and Ingrid is collating data and will summarise during the holidays. Three letters of complaint relating to the Gaelic School development will be responded to formally. Ingrid to send out for review. Questionnaire responses have highlighted that there is a lack of information and this can lead to misinformation in terms of the Gaelic School. The PC will try to work with Comann nam Pàrant group to try to tackle this and work together for the future changes that are coming.	IB All
13.	EXISTING SCHOOL PLANS	Andrew had asked at the last Gaelic school reference group meeting about plans for the existing school and was told that the plans would be developed as the project progressed. JF has been talking to Robert Campbell who has indicated he may visit the school before the end of term. A feasibility study now looks likely and the school is looking for a commitment that money will be invested.	
14	FACILITIES MANAGEMENT UPDATE	The FM model was to be applied to Skye and Lochalsh in August. This has now been shelved for the time being and PC and CC intervention did help with this delay. It is not known what the future holds but we require recognition of the specific needs in PPS. The school needs a full time dedicated janitor.	
15.	AOCB	PC Meetings - A general discussion was held on the possibility of holding some PC meetings during the day and also how to recruit more parents. Information is available about the PC but there needs to be a better way to advertise it. This will be revisited next term. SPTC - Ingrid suggested that Scottish Parent Teacher Council membership be taken out next year and that we look at some of the training workshops that they run for parents. School trips – There is no difference between where classes go for school trips. All classes decide themselves on the destinations. There is misinformation circulating about the funding and the equality of school trips. JF to provide a summary to explain how things work for all parents. Night out – Friday 27th June - numbers to be confirmed	JF All
16.	DATE OF NEXT MEETING	TUESDAY 2ND SEPTEMBER 2014 AT 6.30PM	