



Longhagh Primary School Parent Council



Agenda item	Minute
Those present/apologies	<p>Present:</p> <p>Kirsty Andrews Louise Sharp Cheryl Dogan Joanna Provan Pete Townsley Nicola Jenkins (Acting Head Teacher) Philip Smith (Acting Depute Head Teacher) Taletta Jamieson (Parental Involvement Officer) Shona Moffat (School and Family Development Worker)</p> <p>Apologies:</p> <p>Brian Provan</p>
Introduction	<p>Mrs Jenkins welcomed everyone to the meeting and advised this was a relaunch of the Parent Council. Taletta Jamieson was welcomed to the meeting and spoke of her role in supporting Parent Councils across the city. Taletta explained the structure and function of the Parent Council and noted that the forum was to represent the views of parents. Taletta also advised she would arrange an email address for the Parent Council.</p> <p>Taletta explained that anything can be discussed at a meeting, but individual children or staff members should not be discussed. Usually an agenda is sent out for discussion prior to the meetings.</p> <p>It was noted that with the new school being built, that this would be a standing item on the agenda each time. Taletta advised that there was usually a meeting for the Chairs of parent councils to come together and look at support and training and discuss how the forums run. There is training available to members of the parent council. There is a training evening due in November to which parents are invited to attend. Taletta noted that Dundee City Council have invested fully in their parent councils and are keen to support parents.</p> <p>The parent council have a clerical budget of £100 each year.</p> <p>Taletta then advised that in order to reinstate the parent council, that the formal process for nominating office bearers was required.</p>
Office Bearers	<p>Following this, the positions were agreed:</p> <p>Chair Pete Townsley, nominated by Cheryl Dogan, seconded by Kirsty Andrews</p> <p>Vice Chair Brian Provan, nominated by Pete Townsley, seconded by Louise Sharp</p> <p>Treasurer Kirsty Andrews, nominated by Pete Townsley, seconded by Cheryl Dogan</p>

	<p>Clerk Louise Sharp.</p>
Meeting times	<p>Mrs Jenkins asked parents when would be a suitable time for meetings. It was agreed that 2pm worked well, but there should be some flexibility in the future to allow parents who work to attend, so potentially some meetings could be held in the evenings.</p>
New Build	<p>Mrs Jenkins noted the new build was on schedule for August 2018. She noted that it would be important to protect the identity of the school. Parents raised concerns around the class sizes in the new school. Mrs Jenkins pointed out that the fact that there was a new build school would not impact on class sizes. Pete Townsley noted that he was a parent representative on the School Project board so would be in a position to provide updates when required. Mr Jenkins explained there would be drop in sessions for parents to look at the plans and ask questions. There would be updates provided on Twitter.</p>
Fundraising	<p>Mrs Jenkins explained that one of the functions of the parent council could be to raise funds for the school. She noted that she was hoping to arrange a whole community event to acknowledge the departure from the old building the end of the school year, possibly in the form of a Gala Day. Volunteers would be appreciated to support with this and anyone interested can speak with Shona in the first instance to help look at ideas and funding opportunities.</p> <p>Mrs Jenkins also noted that there would not be a Christmas Fayre this year, but that the Gala Day may have stalls etc., instead. There would however, still be a Nativity this year and a Christmas Crafts afternoon.</p>
Homework	<p>Mrs Jenkins asked parents about their thoughts on homework, which is currently only by parental request. She explained that there would be a survey carried out to see what the general consensus is. There was also some discussion around the home-school diaries. In general parents liked the stickers in the diaries which informed them about the learning taking place in the classroom. There appeared to be some inconsistency with this as some classes would have labels in them more often than others. Mrs Jenkins confirmed that she would raise this with staff after the holidays.</p>
Family Learning	<p>Mrs Jenkins advised that there were plans in place to look at family learning opportunities around the learn to read programme the school is using.</p>
Other Business	<p>Joanna Provan asked about creating a craft group, following on from the successful story sacks group. It was agreed that next term, Shona would support Joanna to work with pupils around crafts, this has the potential to involve other parents too. Cheryl Dogan asked about celebrations, such as Halloween parties and Discos, as she felt this was something the children wanted. The financial pressures of these events were discussed. Parents appreciate when the school doesn't ask for too much money all at once.</p>
Date of Next Meeting	<p>Next Meeting, Tuesday 7th November at 2pm, Longhaugh Primary Staff Room.</p>

