



Date: Monday 1st June, 2015

Place: St Silas Church Hall

PC Attendees: Ruth Downes (Chair), Susie Haigh (Secretary), Senga Minto, Colin Tsang, Astrid Azurdia, Sandra Huettenbuegel, Emma Benzie, Isolde Tod, Amanda Buchanan, Julia Boswell, Agnieska Lampart, Lisa Crampin, Claudine Corneloup, Andrea Fisher, Kiki Kobatake, Rachel Lowther, Kirsty Mathieson, Anne Hanson

Francis Donaghy (Headteacher)

Parent Attendees: approximately 3 members of the parent forum.

Apologies: Andrew Robson, Kate Smith, Anke Hilt, M.Mitchell, Fauzia Khan, Amalia Theodorakopoulos

AGENDA

1. Welcome and apologies
2. Update on GCC discussions on school space issues
3. School disco feedback (Amanda)
4. Spring fair feedback (Ruth/Susie)
5. Other feedback on actions from meeting 24th April
 - a. Grant application
 - b. Art trollies
 - c. FGM update (meeting; film on website)
 - d. Teatowel/bag fundraiser (P7 enterprise?)
6. Uniform update (Susie)
7. Outdoor sessions update (Andrea)
8. Finance update (Amalia) and spending of PC money
9. P1 parents social and/or class contact list/rep
10. Ima – links with Hillhead High PC
11. Head Teacher's update
12. AOB
 - a. After school care – blog? Database?
 - b. Use of Kelvinpark bandstand by Hillhead? Concerts? Lunchtime?
 - c. Easy Fundraising rep for coming year (£168 from 88 members currently)
 - d. Food Banks
 - e. Road Safety
13. Thanks

MINUTES

1. Welcome and apologies

Ruth welcomed all present. Apologies made.

2. Update on GCC discussions on school space issues

Ruth and Francis updated on recent communication / meeting with GCC and David McEwan.

- Costings have been done, on-site meeting took place to progress playground improvements, and new GP space.
- Stadium seating looking likely.
- They are looking into moving the gate on Kelvin way.

FD raised concerns with David McEwan about space improvements in the school too, not just playground – for example making the social space a more usable area by providing acoustic borders to create smaller spaces for different groups.

Ruth made point that although investments in playground and school to be welcomed and overall improvement on the car-park conversion plan, it hides an overall fail by GCC to significantly address the issues. Facing a number of catchment children being denied a place in their local school and parents with long-term relationships with the school being denied places for siblings.

Other issues raised:

- Could the idea of the viewing platform over the river be resurrected? It was in the original plan for the new build?
RD will raise at next meeting with David McEwan.
- Is there any progress on improving computer access / wifi?
FD confirmed this is city-wide problem with no short term solution. To do with secure networks and can't be easily solved at present.
- Question raised about the numbers of catchment children disenfranchised from school?
FD confirmed numbers at present 27 catchment children denied place. Numbers shifting all the time though. GCC checking that those who have accepted a place are registered correctly. A number of appeals in progress. A number of out of catchment families with historical relationship with the school also denied places for siblings. (As of June 22nd number of catchment children without place 8).

Decisions / Actions	Person to action
RD to write to GCC after the summer once we have	Ruth Downes

confirmed numbers of intake for 2015 to raise overall concern and disappointment about results of consultation, the outlook for our catchment community and the lack of significant improvement in space for the school.	
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3. School disco feedback (Amanda).

Amanda provided detailed written feedback notes on the event to the PC for future reference.

- Overall the event was a success and the hope is it can be repeated as a regular event and for P3/4 next time. The DJ was very good and feedback from children was positive.
- A policy of mobile phones needs to be put in place for next time. Some tweaks to the ticketing / collection policy will be put in place next time, but generally the organisation went well.
- Ruth Downes thanked Amanda for her work in pulling together the event.

4. Spring fair feedback (Ruth/Susie)

Ruth thanked all those who helped. After difficult year it was an achievement for PC to organise and a positive event for the school.

- Fair was successful despite the showers, there was a good atmosphere and no significant problems on the day.
- Raised approximately £1200
- Discussion of let charge – something that is being taken up by Glasgow Parent council forum and Cllr Nina Baker as a general issue with Glasgow Life / Education.
- Issue of advertising the event raised – perhaps next year more posters / advance promotion.
- Snacks left over – discussion about how they should be used. Possibility of a snack stall at the end of term in playground.

Decisions / Actions	Person to action
Snack stall at end of term.	Emma, Margaret, Andrea

5. Other feedback on actions from meeting 24th April

a) Grant application

Grant Application has been successful. We have been awarded over £4000 of Area Partnership funding for playground improvements. Ruth Downes thanked Louise Mckenzie and Sarah Lowndes for their work in applying for and securing this grant.

b) Art trollies

Art trollies have been approved. Rachel Lowther researched good models. PC to fund purchase for school.

Decisions / Actions	Person to action
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PC to order trollies? School to confirm amount and which ones?	Rachel Lowther, Ruth Downes
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c) FGM update (meeting; film on website)

Event being arranged for parents by Rachel Lowther and Ima Jackson for Monday 15th June. Specialist in field coming to give talk. Info and film to go up on school website.

d) Teatowel/bag fundraiser (P7 enterprise?)

No progress on teatowels / bags. Some parents felt that a P7 designed project wouldn't sell as widely. Idea of P7 enterprise project supported by others. Agreed would be great to have a school product to sell featuring art work, so this project to be pursued after the summer.

6. Uniform update (Susie)

Kiki and Sandra now taking over some of the uniform organisation – thanks offered.

- Information letter written and being sent to parents
- Information letter for new parents written and organised for induction
- Uniform samples organised for P1 induction day
- Paper order forms being dealt with this year by the office
- Pick up date in August agreed.
- Volunteers needed for P1 induction, sorting second hand donations and running the second hand stall at the end of term.

7. Outdoor sessions update (Andrea)

Been very successful.

- All classes had an outdoor session in the woods this year, and some managed two.
- Had a great response from parent volunteers and they have been very dedicated.
- Now extended use of the area at golden time on Fridays, thanks to help of parent volunteers.
- Issue raised about possibility of paying Andrea to continue to run these sessions. Could the PC investigate funding for such a role?

Decisions / Actions	Person to action
Outdoor sessions to continue in 2016.	Andrea Fisher and volunteers
Investigation into funding for Andrea was met with PC approval.	Ruth Downes
PC approved funding for ropes and other equipment for outdoor sessions	Andrea Fisher, Ruth Downes, Amalia

8. Finance update (Amalia) and spending of PC money

Total in PC account is £4856.50

- Decision should be made at AGM whether to spend this on a number of small projects or find a larger target to save for.
- Before AGM should seek views of pupil council and wider parent forum on spending ideas.
- General discussion on spending options – question raised about buying sand for new sandpit. Suggestion that we have a sand ‘drive’ at start of new term to crowd fund filling the sand pit, either through donations of bags of play sand or money.

Decisions / Actions	Person to action
PC to ask parent forum and pupil council for spending ideas for PC funds ahead of AGM. Whether a large target we should be saving for or smaller spends.	Ruth Downes
Sand drive to help fill new sandpit at start of term. Ask parents to help.	Francis Donaghy

9. P1 parents social and/or class contact list/rep

Agreement this is a positive idea. Still some debate about the best way to go put into action.

- Kirsty drafted sign up list to circulate to new P1 parents. Idea that a parent from each class would agree to take on the organisation of any class contact list should parents want it.
- Discussion about organising a P1 Social for August / September. Needs someone to take on now. Possibly a picnic in the park or something in our playground on grassy area after school.

Decisions / Actions	Person to action
P1 contact list plan to be pursued with new P1 classes	Kirsty Mathieson
P1 social event in new term.	Colin, Amanda, Emma

10. Ima – links with Hillhead High PC

Ima Jackson came to speak on behalf of Hillhead High PC in order to forge links between parent councils. Important for parents to begin to engage with High School and felt would be productive to all to enhance links between PCs and offer mutual support.

11. Head Teacher’s update

- Interviews taking place shortly for a permanent third deputy head position. Good news for the school, secured the current staffing structure.
- Recent visit from headteachers and Quality Improvement officers to school to look at how science being taught. They were very impressed with what the school was doing and direction going in.
- FD noted been a momentous year for Hillhead and the parent council. He has been impressed by the resilience and energy during a difficult year. Thanked Ruth and all the PC for their hard work and efforts.

12. AOB

a) After school care – blog? Database?

On-going concern for parents. Very difficult to know how PC can help?
Suggestion that a sub-group be formed next year to seriously look into this.

b) Use of Kelvinpark bandstand by Hillhead? Concerts? Lunchtime?

Francis confirmed this is something school discussing – possibility of children performing.

c) Easy Fundraising rep for coming year (£168 from 88 members currently)

Agreed that some clarity needed on how it works and more information to be circulated to parents. Ideally nominate an Easy Fundraising 'rep' to push this forward next year, to increase sign-ups, and administer.

d) Food Banks

Astrid mentioned possibility of doing another food bank drive at the end of this term.

e) Road Safety

Senga gave brief update on road safety issues – on-going abuse of the road by drivers during school drop off and pick up times posing serious safety concerns. Nothing has been resolved on GCC plans for change in use of parking and road controls for the area as Hillhead Community Council are taking the matter to court over new plans, so everything is on hold.

13. Thanks

Ruth offered thanks to Senga for all her hard work on the Parent Council and particularly on the traffic issues. She will no longer be a parent at the school next year and will be leaving the PC.

Ruth announced that next year she will be standing down as Chair, and that should anyone be interested in standing they would be welcome to talk to her about the role. After 3 years as chair she felt time to change and wishes to take a step back from what has been a very busy role. Susie is also stepping down as secretary.

For those wishing to become an office bearer, Ruth and Susie intend to stay on the PC and offer to engage in a 'hand-over' period to those taking on these duties.

The next meeting will be the AGM in the new term.

Ruth offered thanks to the entire PC and all parents who have given their time and energy in many ways over the year. The work of the PC is truly a team effort and we should be proud of what we have achieved in the last year.

The constitution states that a third of PC members shall form a quorum at PC meetings and this was easily met.