CUIKEN PRIMARY SCHOOL PARENT COUNCIL
Minutes of Meeting on
Tuesday 28 November 2017 at
7.00 p.m. at Cuiken School

Present	**Apologies**
Emma Brykajlo (Teacher)	Karen Bennett (Parent, Vice Chair)
Claire Bond (Head Teacher)	Karen O'Hanlon (Parent)
Aoife Callaghan (Parent)	Jane Tweeddale (Parent)
Toni Coutts (Parent)	
Gillian Drummond (Parent)	
Janice Friars (Parent)	
Petya Furnadzhieva (Parent, Treasurer)	
Debbie McFarlane (Nursery SCDW)	
David Watters (Parent, Chair)	
Alan Watt (Parent)	
Lynsey Weir (Minute Clerk)	

ACTION

1.0 WELCOME AND APOLOGIES.

David Watters opened the meeting by welcoming all. Apologies were noted as above.

Karen O'Hanlon will be standing down from the committee due to moving away from the area, David Watters thanked Karen for her assistance over the years and wished her well.

2.0 APPROVAL OF PREVIOUS MINUTES.

Minutes 28 August 2017 & 1 November 2017

1) David Watters advised that the school nurse was present at the Parents evening and spoke with parents giving advice on health issues such as head lice.
2) Kimberley Hughes to update on the defibulator progress. **Kimberley Hughes**
3) Uniform recycling to be carried over to the next meeting. David Watters to place on the agenda. **David Watters**
4) Safety training for Staff – Kimberley Hughes to update. **Kimberley Hughes**
5) David Watters is gathering information on possible P7 hoodies.
6) David Watters / Karen Bennett to send round feedback following recent budget cut meetings recently attended. A joint Parent Council response will then be submitted. **David Watters**
7) David Watters has priced bibs for Sports day, cost coming in around £250. David Watters to speak with Image Scotland who the school use for uniforms and obtain a quote. **David Watters**
8) David Watters has priced football strips and is in discussion with Brodie Abbott.

3.0 FINANCIAL REPORT.

1) Petya Furnadzhieva advised that the balance of the account is £1,800.
2) The Halloween disco made a profit of £743.
3) £800 has been donated to the school for the panto buses.
4) £361.76 raised in commission from Christmas card sales.
5) £100 was donated to the Nursery for their Christmas entertainment.

4.0 FUNDRAISERS REPORT.

1) Christmas cards etc orders have been sent home.
2) Halloween sales figures show that the event was a great success and fun fundraiser!
3) David Watters will work on the Scots Night plans and check the Miners Club is booked. **David Watters**

5.0 HEAD TEACHER REPORT.

1) Claire Bond advised she is enjoying being part of Cuiken.
2) Well done to the Nursery for their very good care inspectorate report.
3) Staffing: Katrina Cummings has joined as a Learning Assistant. Scott Palmer will provide the other half of the role. A Principal Teacher and Class Teacher has been appointed for the Provision. The Depute Head maternity vacancy job has been re-advertised.
4) We are looking at introducing Nurture Groups within the school and providing additional support and care for those who need it.
5) With Pef Funding we are looking to focus on numeracy across the school perhaps introducing a Principal Teacher role.

6.0 FUNDING REQUESTS.

1) No funding requests were noted.

7.0 MRS DEVINE RETIREMENT.

1) Claire Bond gave an update on Mrs Devine following her operation and forthcoming retirement. A drop in session where families can come and say goodbye will be held on 21 December. A goodbye assembly will be held in January.

8.0 WAITING SPACE.

1) Toni Coutts asked if there was an area within the school where parents could wait between pick up times, especially on a Friday. Claire Bond explained that there are 3 rooms within the school that can currently be used by the Community for booking meetings. Claire Bond will be investigating with the Council regarding these rooms and the possibility of blocking one for parental use. **Claire Bond**

9.0 CHRISTMAS RAFFLE.

1) Petya Furnadzhieva suggested holding a Christmas raffle and selling tickets at the Christmas Show. All to try and source prizes. **All**
It was discussed that next year we would hold a Summer and Christmas Fair to spread events out over the year. Petya to buy raffle tickets. **Petya Furnadzhieva**

10.0 TWITTER.

1) Toni Coutts asked about Twitter and when posts go up and how some classes don't tweet at all. Claire Bond explained this will be worked upon for next year with staff training.

11.0 MACTUFF OUTREACH PROGRAM.

1) Gillian Drummond highlighted this program which would come to the school for free and provide outdoor training learning. Claire Bond to investigate. **Claire Bond**

12.0 ANY OTHER BUSINESS.

1) David Watters advised that next year we will order in advance the poppy bands which can then be sold to pupils. These have to be ordered in advance not sale or return.
2) Gillian Drummond raised the issue of proposed budget cuts affecting the number of Learning Assistants employed. Claire Bond advised that she is looking at this issue in order to report back comments to the Council.
3) Petya Furnadzhieva highlighted recent incidents about deodorants being sprayed at other pupils. Claire Bond will speak to pupils at assembly and mention in the newsletter. **Claire Bond**

DATE OF NEXT MEETING.

1) The next meeting will be on Tuesday 6 February 2018 at 7pm within Cuiken Primary School. Future meeting dates are set as follows: Tuesday 20 March 2018; Wednesday 9 May 2018; Tuesday 12 June 2018.