

FOSSOWAY PARENT COUNCIL  
Minutes of Meeting and Annual General Meeting of 26<sup>TH</sup> September, 2011  
At Fossoway Primary School

Attendees: Geoff Jackson (Acting Chair), Rashmi Shah, Claire Hewton  
Sam Nicholson, Annemarie Sands, Gillian McCallum

Apologies: Craig Timney, Catriona MacKinnon, Chris Gray, Lesley Montford

**Admin and Opening Comments.**

GJ opened the meeting by congratulating AS on her new position within PKC and thanked her for her contribution and hard work to the school and the Parent Council.

The Council was advised that the following members had resigned:

Leanne Stirton

Chris Gray

Carol Kinghorn

Caroline Gallagher.

GJ expressed the thanks and appreciation of the PC to all these former members for their contribution and hard work. He asked that SN pass these thoughts and good wishes to LS. GMcC will replace LS as a member of the PC. GJ welcomed her.

GJ advised that CMacK was resigning as Vice Chair, but would remain on the PC. Lesley Montford has indicated her willingness to become a member of the PC.

*New position holders to be elected at the next meeting*

**Agenda Items**

**1. Minutes of Previous Meeting**

GJ explained that the Minutes of the Previous Meeting in June were removed from the website at the request of PKC, as not all those named in the Minutes had agreed to being named on an open website. This problem will be removed if, in future, we use GLOW to communicate with parents.

*Using GLOW, instead of a public website, for communication with parents to be discussed at next meeting*

**2. Review of Parent Council Activity**

GJ tabled a report by Craig Timney summarising the activities of the PC over the last year.

### **3. Finance Report**

RS reported on the finances for the year. Bank Account stands at £823.96 following payments for Web Hosting (£188.79) and School Text Service (£306.96). As in previous years the PC will continue to fund these items and the homework element of Education City.

### **4. Head Teacher Report**

SN gave a detailed report on the measures put in place and the progress made in implementing the improvements highlighted by the Extended Learning and Achievement Report (XLA). The measures cover all areas of the Report focus – Achievement (including improved sharing of information at transition points, procedures for evidence gathering to record attainment); Learning (including homework policy, feedback to parents); Leadership (including developing parental involvement, and review of key school policies)

It is pleasing to note that the School has achieved HPS status and that the school's work on restorative practices and children's awareness of the importance of resilience and mental well being was commended.

SN advised that all Working Parties had now been concluded and recommendations implemented.

SN advised that the process for replacement of AS as Principal Teacher was implemented immediately following her appointment and that the post will be advertised from 5<sup>th</sup> October, with interviews taking place immediately following the October holidays.

The Service Team within PKC continue to facilitate the replacement for the SFLT. Mrs S Campbell will remain as Supply SFLT until an appointment is made.

*SN will report on the School Fund at the next meeting.*

### **5. School Improvement Plan**

SN gave a detail summary of the proposed School Improvement Plan. The Plan includes measures prescribed by PKC, measures discussed and agreed at LMG and those highlighted by the XLAV. Particular discussion took place regarding the specific areas where parental involvement would be most beneficial: GLOW, CEOP, SR2S and further sub groups. The Plan will be finalised with PKC shortly.

An Information Evening for Parents on GLOW is scheduled for 5<sup>th</sup> October. This will also be an opportunity to sign up for GLOW and collect passwords.

*(Point for next agenda to discuss how we can support school in the areas specified. SIP to be included as a Standing Agenda Item at all PC Meetings).*

## **6. Volunteer Drivers**

A question had been asked regarding the policy on Volunteer Drivers. This issue has been discussed previously and information in this regard can be found on the PC website under FAQ.

7. At November Meeting (set for Wednesday 2<sup>nd</sup> November, 2011 at 6pm, a representative of PKC will meet with the PC to give training regarding the role of the PC.

Dates of Future Meetings:

Wednesday 2<sup>nd</sup> November, 2011 at 6pm

Monday 5<sup>th</sup> December, 2011 at 6pm