

Lanark Primary School Parent Council Parent Council Meeting Minutes

Monday 19th February 2024 6:15pm
Lanark Primary School



Item	Discussion	Actions
Attendees	<p>LPS: Farah Crook (FC), Marguerite Elkin (ME), PC: Helen Logan (HL), Kimberley Philip (KP), Kirstin Leitch (KL), Kerry Freel (KF), Jan Towers (JT), Nikki Strachan (NS)</p> <p>Apologies: Melissa Ross, Vicky Simpson, Jane Gracie, Olivia Jackson, Moira McMahon</p>	
Welcome	<p>HL welcomed everyone to meeting.</p> <p>Minutes from the meeting on 15th January were approved, proposed by HL, seconded by KF.</p>	
Head teacher's report	<p>FC thanked the PC for their help at Scots Night. FC also gave special thanks to MR for organising such a successful evening that was enjoyed by pupils and parents alike. It was great to see such an array of talent from the LPS pupils.</p> <p>P1 registration P1 registration is now complete. Anyone who moves into the catchment area will still be able to register. At present it looks as though we will have over 30 new P1 children starting in August. This will mean the class set up is likely to be one full P1 class and one composite P1/P2 class. All other class configurations</p>	

	<p>are still to be confirmed. Placing requests are still pending. In the last few years appeals have not been necessary. There aren't many deferments this year.</p> <p>Cost of the school day</p> <p>LPS have been asked to present at the area committee the work they have been doing on reducing the cost of the school day. The work of the PC to minimise the cost of the school day for families will be shared in the presentation. Maureen Farr, Equity Lead, is looking at the process and approach adopted by schools. LPS actively try to engage with parents on how to lower the cost of the school day and how the school can support individual families. JG has approached parents individually to gain their thoughts on the cost of the school day and how any allocated funding can be best used.</p> <p>Learning Community Work</p> <p>Carole McKenzie, Executive Director of Education Resources, attended the last in-service day that was held with the local learning community. It was a great opportunity for all the teaching staff to engage with her and hear her ideas and vision.</p> <p>All staff in the learning community work in groups to develop specific areas, e.g. ICT, numeracy. They will showcase their work/findings at the next learning community event in April.</p> <p>Working on Skills Framework</p> <p>Within LPS pupil leadership teams are continuing to meet monthly to work on a specific topic, e.g. digital, emotions work, fairtrade. They will evaluate the skills develop. Mrs Dunlop is taking the lead on skills development as part of the school's improvement plan.</p> <p>Policy Reviews</p>	
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	<p>FC highlighted that some of LPS's policies are a few years old and need updated. FC would like to include parental views within some of the policies, e.g. curriculum rationale and wellbeing. Towards the end of this session or the beginning of the next session she would like the PC to look at the policies and give their thoughts on the policies FC would like to include some statements from the PC within the policies.</p> <p>The cost of the school day policy that the parent council had commented on is currently on hold. This is under the instruction of SLC who are currently reviewing their policy on this.</p>	
Treasurer's report	<p>KL gave an update to the PC on the PC accounts.</p> <p>Deductions:</p> <p>Panto and ELC treat - £820</p> <p>Contribution to school trips - £1500</p> <p>Biscuits for Scots night - £14.82</p> <p>Voucher for Piper - £20</p> <p>Income:</p> <p>Scots night - £372.30 (after deductions)</p> <p>Current Balance:</p> <p>£5107.67</p> <p>Commitments:</p> <p>Still some receipts for Christmas gift sale to come in.</p> <p>Lucky Numbers</p>	

	<p>P7 mugs, ties and cards</p> <p>School app – KL to check if still has to be paid for the year</p> <p>Opera allocation – approx. £350 per annum</p> <p>The accounts need to be prepared by the end of March for the accountant to complete the annual review. JT informed KL that the cash book and printouts of the bank accounts and all receipts would be required for the accountant. JT offered to assist KL where necessary in preparing this year's accounts.</p> <p>Bank signatories</p> <p>KL discovered that there are still several signatories registered with the bank. This is despite them previously being requested to remove old signatures. KL and HL should be the only signatures registered with the PC account. KL will contact the bank again to ensure that the old signatures are removed.</p>	
Fundraising	<p>Easter eggstravaganza</p> <p>Plan is to have a guess the name for the ELC with an Easter themed cuddly toy.</p> <p>For P1- 4 we will have 2 Easter themed cuddly toys/squishmallows and guess the birthday.</p> <p>For P5-7 there will be large Easter eggs to win.</p> <p>All tickets are 50p.</p> <p>Can all PC members look out for suitable cuddly toys, squishmallows and eggs that could be used as prizes.</p> <p>The Easter eggstravaganza will be launched on Monday 18th March and the draw will take place on Thursday 28th March. KP will update flyer to be put out on the School app.</p> <p>Summer Raffle</p>	<p>PC members</p> <p>KP</p>

	HL proposed that this year's summer raffle have specific themed hampers, e.g. pamper hamper, movie night hamper, etc. Last years colour themed hampers were a great success with lots of engagement. Everyone thought this was a great idea and supported the proposal.	
AOCB	Nil raised	
Next meeting date	Monday 18 th March 2024 at 7pm via Microsoft Teams	