

Mintlaw Primary School Parent Council Minutes

Date of meeting	AGM, 8 September 2015
Role	Name
Chair	Katie Davidson-Gall, did not attend
Vice-chair	Nicola Barron, did not attend
Secretary	Tara Tikuisis
Head Teacher	Sarah Forrest
Treasurer	Jillian Welsh
Fundraising	Jenna Smith
Other Attendants	Stuart Watt Elizabeth Preston Jill Cook Diane Burnett Lyn Urquhart Mrs. Richards Roselyn Henderson Sonia Taylor

	Item	Person	Discussion	Action	Who	2nd
	Apologies	Sec.	Katie Davidson – Gall Nicky Barron			

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		Nicola Hunter Samantha McLemen Karen Lovie Shona Cumming			
Approval of last minutes	Sec.		Approved	Jillian	Jenna
Matters arising from last minutes In the area below, people report back on things that should have been done by the time the meeting happens.					
None					
Agenda items The area below is where all the new things to discuss go.					
Appointing new officials	Chair	Katie Davidson-Gall to step down	Elizabeth Prestion nominated		
	Vice-Chair	Not in attendance, assumed role	Nicola Barron		
	Secretary	To remain	Tara Tikuisis		
	Treasurer	Jillian Welsh to step down	Diane Burnett nominated		
	Fundraising	Jenna Smith expresses that she would like to step down	No other volunteers, Jenna agrees to remain as head of Fundraising		
Other official council members		Council to comprise of no more than 12 official parent memebers. Meetings, however, are open to all parents of the school.	Karen Lovie, Nicola Hunter, Samantha McLemen, Jillian Welsh, Jill Cook, Stuart Watt, Roselyn Henderson		
Head teacher's report		I would like to take this opportunity to thank all the members of the Parent Council			

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		<p>and Fundraising Committee for their continued hard work and support of the school over the last session and look forward to continuing to work together for the benefit of all the children at Mintlaw Primary.</p> <p>School Developments</p> <p>As part of our school improvement plans we looked at various aspects of Learning and Teaching, we continued to develop literacy with engagement in the Literacy programme supported by the council. Our focus was P1-3 using the scheme, with P4-7 engaging in aspects of the reading and spelling. We have reviewed this and made appropriate changes to ensure a balanced curriculum. Our new reading books have continued to be a huge success, though it is disappointing that all parents take due care of them. We continue to use the Accelerated reading scheme which assesses and moderates the children's reading skills, this has an annual cost of approximately £600.</p> <p>In Numeracy we developed and shared practice with colleagues in school and across the cluster. This has enabled staff to reflect and improve on the learning and teaching in</p>			

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		<p>their classroom.</p> <p>We continue to look to raise attainment and in the previous session Aberdeenshire Council introduced the use of a set of assessment materials, PIPS for P1 and InCas for P3, P5 & P7. This is another tool for teacher's to use to assess and moderate children's learning. It gives us a snapshot of where the child is at that moment in time, but teacher's professional judgement is also used along with other assessment data to create a fuller picture to ensure appropriate planning is in place. We continue to use and develop a wide range of assessment strategies to ensure appropriate pace and challenge.</p> <p>ICT is another area we have continued to develop, we have purchased new printer and projectors, but were unable to purchase more IT equipment due to a lack of budget.</p> <p>Our House system continues to grow in strength with a positive impact on the school and its ethos. This year at prize giving we had additional house medals in relation to sports day. We continue to look at ways of enhancing our recognition of achievement.</p>			

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		<p>Our Wall of Achievement was a great success with the children contributing their bricks in their house colours.</p> <p>School Evaluation</p> <p>All schools use 'How Good is Our School' with a set of Quality Indicators to evaluate the school's performance. In particular last session we looked at: 1.1 Improvements in Performance; 2.1 Learner's Experiences; 5.1 The Curriculum; 5.3 Meeting Learner's Needs and 5.9 Improvement through Self-Evaluation. This forth coming session there is a new and updated How Good is Our School, with different quality indicators, we look forward to engaging with this new document.</p> <p>Improvement Priorities for Session 2015/16</p> <p>Three key areas: Raising attainment, assessment, reporting and moderation; Curriculum Rationale and Framework; Curricular Development, eg Literacy, Numeracy, ICT and 1+2 Languages.</p> <p>Quality Improvement</p> <p>We continue to form part of Aberdeenshire's</p>			

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		<p>Education and Children’s Service, Maria Walker is the Director and Andrew Griffiths is the Head of Service for Primary Education. Last session we worked closely with Maxine Booth QIO (Quality Improvement Officer) Max has now been appointed a new role and will no longer be the QIO for Mintlaw Cluster, she will continue to work with us until a new QIO is appointed. We look forward to working with Marian Youngson QIO for ASN as we move our Enhanced Provision forward.</p> <p>School Roll</p> <p>This forthcoming session we have 166 children on our roll and 28 children in the nursery, but with an intake in January and Easter the nursery roll will rise. We continue to facilitate straight classes this session and are currently ensuring that support is targeted appropriately. The Enhanced Provision for the cluster currently has 9 children and we strive to ensure we have inclusive ethos.</p> <p>We look forward to another challenging and rewarding year ensuring we are meeting the needs of the children in our school, however,</p>			

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			we are unable to do this on our own we do need the support of all parents.			
	Treasurer's report		Balance: £5073.54			
	Fundraising report		<p>good funding, activities including: catchlites shopping day discos treasure hunt family night ladies night</p> <p>Funding went to: 349.50 – annual support, including first aid courses 949 - Christmas gifts and parties 2500 – donated for playground activities</p>			
Any other business Any urgent issues that have come up since the agenda was sent out go in the area below.						
	None					
	Date of next meeting	Chair	Wednesday, September 14 th , 2016			