**ATTENDEES:** Mike Low, Jemma Buxton, Alistair McLennan, Michelle Shek, Mrs Hughes, Charlie Moynagh, Louise Thorburn, Aimee Urquhart, Mrs Morrison, Mrs Campbell, Vicky Paterson, Rhona Stewart

**APOLOGIES:** Elma Wood, Mrs McLaughlin, David Inglis, Julie Allan

**STANDING ITEMS**

1. **Minutes from last meeting**

* Jemma spoke to Kemnay Primary Parent Council about CCTV and they will get back to her about costs, maintenance etc
* Updated per pupil per year
* **Approved and seconded**

1. **Head teacher report**

* **Health Week w/c 20 May** – weather forecast rainy and grass too wet for sports day so cancelled on 22nd May and rescheduled for 29th May; All classes covering subject of Bullying w/c 20th May
* **School Role forecast** at 128 pupils which would lead to 6 composite classes – still to be confirmed by Aberdeenshire Council and once confirmed, further information will be made available to the parent forum. Mrs Bergin moving to Insch Primary, post will not be replaced at this time.
* **Inservice days** – confirmed as 2 additional days, so 7 days in total over 2019/20. The additional days will be on Monday 19th and Tuesday 20th August 2019 and Friday 11th October
* **PE Equipment** – Challenge 500 raised £2509; PE kit ordered for a balance of 4062.73 with the balance remaining @ £1553.53. Parent council have funded £1500 towards this equipment.
* **Parent and Accountability leaflet** – parent council questioned the value in printing a copy for every parent. Agreed instead to make digital copy available on the school website and facebook page as well copies displayed on the school noticeboards and foyer.
* **Improvement plan** – focus on health and wellbeing; invested in Numicon for Nursery and lower stages; will invest in training for teachers for the whole school. Suggestion for the improvement plan, vision etc to be shared with the Parent Council so that we can work collaboratively to support on achieving the improvement plan.
* **Nursery** – focus will be on Nurture; will be open 50 weeks of the year from 2020;

***ACTIONS***

* *Mrs Hughes to arrange for leaflet to go onto website and forward link to Jemma for inclusion on Website*
* *Mrs Hughes to share Improvement Plan with Parent Council members once written*
* *Parent Council commit to meeting over the summer break to discuss how we will support the school to achieve the improvement plan along with suggestion to provide wish list for essential items to parents to support the curriculum*

1. **Treasurer report**

* Reported on regular items funded by parent council – proposed to fund £1700 for regular items ie Christmas Presents, Panto, First Aid and P7 end of year party. This discussion was overtaken and linked to the school Improvement Plan and suggestion to work collaboratively to raise funds to support the improvement plan.
* £1500 funded for PE Equipment + incidental payment of £76.74 for disco/sports day refreshments leaves £1544.26 in the bank.

1. **School wish list (once a term)**

* Reading books (phonetic) Hero Academy Range (Levels 1-2) and Non-Fiction (Levels 1-12); will get a free 6 week trial of digital online learning – with access to ebooks and can take comprehension tests online; reports back to school on reading

1. **Fundraising**

* Decision taken for parent council not to run summer fair this year as it is not cost effective given the costs of bouncy castle hire and limited funds raised based on last 3 years’ experience.
* Suggestion to raise funds together with the school – in line with the improvement plan – and have 2 (maybe 3) key fundraising events per year that the parent council and school do together. Suggested following would be annual fundraising events – that would be tied into the Improvement Plan.
  + Christmas Craft Night
  + Christmas Fair
  + Challenge 500 – Before Easter
  + Bingo – April
  + 4 Disco’s
  + Summer Challenge – fill a smarties tube with 20p
* Jemma to speak to Bennachie Lodge re fundraising
* Louise to explore registering Parent Council as a charity with Amazon Smile

***ACTIONS***

* *Mike has offered to donate 150 tubes of Smarties which will be handed out on the last day of school*
* *Aimee to print stickers “Summer Challenge; Fill the Tube with 20p’s; Return to the school first week in August; include space for child’s name”*

**ADDITIONAL ITEMS**

1. **Adoption of Parent Council Constitution**

Proposed and seconded

1. **Contact time after school closes**

***ACTIONS***

* *Mrs Hughes to add contact times in the newsletter*

1. **Collaborative working**

* Discussion on how parent council and school can work more collaboratively. Parent Council would like to work more collaboratively with the school and move away from the feeling of them and us. Suggestion that this could be achieved through sharing and understanding the vision of the school and the outcomes seeking to achieve.
* Member of Parent Council to be present at P1 induction to speak about the role of the parent council and entice people along (19th June @ 6.30pm)
* Nursery share their improvement plan with parent and children on a tree and highlight what’s been done and what’s not (yet).

***ACTIONS***

* *Mrs Hughes to add link to Parents as Partners document onto website and link to Jemma*
* *Jemma to add link to Parents as Partners onto FaceBook page*

1. **P7 end of year party**

* 1 hour of trampolining, complimentary socks, hot food, drinks, slushy @ £10 per head + Costco Cake. 20 P7’s - Cost £215 – parent council agreed to fund this.

***ACTIONS***

* + - *Charlie to order Costco Cake – 30th June*

1. **Agenda Items for meeting August 2019**
   * Improvement Plan – ideas from parent council on how to support this
   * Amazon Smile
   * CCTV
2. **School Lets 2019/20**

**USE OF EDUCATIONAL ESTABLISHMENTS 2019/20**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Establishment** | **Group** | **Accommodation Requested** | **Dates & Times** | **Janitor/Caretaker Needed**  **Y/N** | **Comments** |
| Alehousewells Primary School | Parent Council | Class Area | Wed 28 Aug 2019  6.30pm | N | Parent Council Meeting |
| Alehousewells Primary School | Parent Council | Hall | Wed 11th Sept 2019  6.30pm | N | AGM |
| Alehousewells Primary School | Parent Council | Hall | Thurs 19 Sept 2019  6pm – 9.00pm | Y | Disco – Buddies |
| Alehousewells Primary School | Parent Council | Class Area | Tues 1st Oct 2019  6.30pm | N | Parent Council meeting |
| Alehousewells Primary School | Parent Council | Hall | Thurs 31st Oct 2019  6pm – 9.00pm | Y | Disco – Halloween |
| Alehousewells Primary School | Parent Council | Class Area | Wed 20 Nov 2019  6.30pm | N | Parent Council Meeting |
| Alehousewells Primary School | Parent Council | Hall | Wed 27th Nov 2019  5.30 – 9.30pm | Y | Xmas Shopping night |
| Alehousewells Primary School | Parent Council | Class Area | Tues 14 Jan 2020  6.30pm | N | Parent Council Meeting |
| Alehousewells Primary School | Parent Council | Hall | Thurs 6 Feb 2020  6pm – 9.00pm | Y | Disco – PJ Party |
| Alehousewells Primary School | Parent Council | Class Area | Wed 29 April 2020  6.30pm | N | Parent Council Meeting |
| Alehousewells Primary School | Parent Council | Class Area | Tues 2nd June 2020  6.30pm | N | Parent Council Meeting |
| Alehousewells Primary School | Parent Council | Hall | Thurs 11 June 2020  6pm – 9.00pm | Y | Disco – Shorts n Shades |
| Alehousewells Primary School | Parent Council | Hall & Caterpillar Nursery | Sat 20 June 2020  9am – 2pm | Y | Summer Fair |