

MINUTES

Milton Primary School – Parent Council Meeting

Monday 2nd September 2024



In Attendance

Peter Ferrier (Chair PF), Vicki Brennan (Vice Chair VB) and Michelle Wailes (Treasurer MW)

Lorna James (Headteacher LJ), Gillian Prentice (Principal Teacher GP), Jacqueline Buntin (Principal Teacher JB), Suzy Graham (SG), Clare Hislop (CH), Jenny Manson (JM), Alison Shaw (AS), Steven Strachan (SS)

1. Apologies

Apologies were received for Claire Chalmers (CC), Marla Clark (MC), Lauren Strachan (LS) and Heather

2. Approval of Previous Minutes

The minutes of the meeting held on Monday 13th May were adopted by MW and seconded by VB.

3. Review of Constitution

The Parent Council Constitution is held on the school website and it was noted that no changes were proposed.

It was agreed that the constitution be approved.

4. Appointment of Office Bearers

Per the constitution Parents attending the Annual General Meeting (AGM) will be appointed as members of the Parent Council. Those listed above in attendance and having submitted advance apologies were noted as the 2024/25 members.

From this membership Office Bearers were appointed as follows:

Chair – Peter Ferrier, nominated by MW, seconded by JM

Vice Chair – Vicky Brannan, nominated by MW, seconded by AS

Secretary – Lauren Strachan, nominated by AS, seconded by JM

Treasurer – Michelle Wailes, nominated by PF, seconded by SS

5. Chairperson Report

PF gave a verbal report on the activities of the Parent Council throughout the 2023-24 academic year.

It was noted that activities had included a bag packing fundraiser at Tesco, the annual Halloween Disco, a Christmas Fayre, a Quiz night and participation in the local Highland Games. All events had been successful with good attendance and participation from the wider parent forum.

Key school business had been discussed throughout the year with the ICT requirements of the school and school improvement priorities being key items.

There were no questions and the update was noted.

6. Financial Report

MW presented the 2023-24 Parent Council accounts.

The activities noted in the Chairperson's Report had all provided good fundraising opportunities and the Parent Council had been able to support a number of requests from the school for funding, including the provision of an in-school pantomime and the on-going licensing of Education City. The Parent Council also supported the parent led Primary 7 leavers event and provided gifts for the Primary 7's.

MW highlighted the grants that had been received throughout the year and noted that these had all been paid to the school in full.

MW noted that at the year end the Parent Council held funds of £4,480 with a final payment of £711 due for the current Education City license.

There was a discussion regarding provision of an in-school pantomime. It was agreed that the Parent Council would fund this, noting a price range between £500 and £1,000 would be acceptable. LJ agreed to obtain quotes. **Action LJ**

There were no questions and the financial report was noted.

7. Head Teacher Update

The full update provided by LJ is noted at appendix 1.

Following the update there was a discussion on the plans for celebrating '100 years of Milton'. It was agreed that the poster would be shared on the Parent Council and Lesmahagow Facebook pages. **Action LS.**

There was also discussion on the homework proposals, the issues with the back section of the playground and statistics on the use of Education City.

The Parent Council noted the update provided.

8. Fundraising

Halloween Disco

The date for the Halloween Disco was agreed as the 24th of October 2024. The entry fee is to remain at £3.

5:30-6:30pm set up, 6:30-7:30pm P1-P3, 7:45-8:45 P4-P7pm

Actions

VB has purchased prizes and will be in charge of games on the evening.

SG will ask Tesco if they would donate juice/crisps.

MW to provide music, school lights will be used.

LJ to confirm if any Halloween decorations remain in the school from previous years

All to bring any decorations they have. Parent helper volunteers noted at meeting and ask will go out in pupil post and on facebook.

Christmas Fayre

The Fayre will be held on the 29th of November 2024.

Further details will be discussed at the Christmas Fayre meeting on the 21st of October.

Other ideas

Various ideas will be considered throughout the year, including a bag pack and a spring disco.

9. AOCB

Noticeboard discussion – SS to obtain prices for a board that could be mounted on the fence outside the school. **Action SS**

There was a discussion around the level of work required for the Highland Games float and the limited number of volunteers. Thanks were extended to Jude Clark, Vicky Brannan and the Lorimer family for all the work that went into the 2024 entry.

The idea of using QR codes to engage with Parent's was noted, it was agreed that this should be considered for future posters.

Dates of meetings 2023/2024:

Monday 7pm – 2nd Sept 2024

Monday 7pm – 21st Oct 2024 (extra meeting to prep for Christmas Fayre)

Monday 7pm – 18th Nov 2024

Monday 7pm – 3rd Feb 2024

Monday 7pm – 12th May 2024

APPENDIX – Head Teacher's report



Parent Council 2/9/24

Head Teacher's Report

General

- All children have settled well since returning from Summer holidays.
- Primary 1 have settled really quickly and are being well supported by their Primary 7 buddies.
- Children did exceptionally well at the unannounced fire drill early on Tuesday morning last week.

Centenary Celebrations

- Celebrating Milton centenary week beg 4th Nov with a variety of activities including community coffee morning, art gallery open day, dedicated website of memories, interviews, poetry and artwork then rounding off the week with a fun day for the children.
- We will have a dedicated email address and will be circulating information about this and wondered if this could be shared on the Parent Council Facebook page and if anyone is on the Lesmahgow Facebook page.
- Hoping to involve the village as much as possible and we are looking forward to the week of events.
- We are also looking to buy something for all the children to commemorate the event.

Homework

- Homework stats;
Primary 1 - **45%** rarely/never completed homework
Primary 2 - **58%** rarely/never completed homework
Primary 3 - **48%** rarely/never completed homework
Primary 4 - **60%** rarely/never completed homework
Primary 5 - **65%** rarely/never completed homework
Primary 6 - **76%** rarely/never completed homework
Primary 7 - **52%** rarely/never completed homework
- Hopefully you will have seen the survey around homework. There has been a good response so far and at the last check today the stats are;

221 responses;

Option 1 – Reading and Education City games for Numeracy (**45%**)

Option 2 – Reading, suggested reinforcement activities for spelling and sounds and Education City for Numeracy **(34%)**

Option 3 – reading book, reinforcement activities for spelling and multiplication tables and number bonds and Education City **(21%)**

- The survey will be open until next Monday and children are also completing the survey in class during their ICT time.
- Acknowledgement in a number of schools of extra curricular clubs, children needing down time after school especially those children with additional support needs. Families who value homework and educational activities out with school setting continue to do these activities anyway. Teachers have more time for daily planning of lessons and follow up work in class.

Education City Update

- Renewed and kindly paid for by Parent Council for 4 years. Uptake of Ed City from last year below
- P1 - 67%
- P2 - 100%
- P3 - 90%
- P4 - 100%
- P5 - 100%
- P6 - 92%
- P7 - taken off system

Photographers

- I have 6 quotes for photographers and have some information on packages they can offer. I will put this together and send information to families who can then vote for their preferred photographer.
- The photographers and their commission to the school are below;
- Caireen Harvey – 20%
- SMK Photographers 15%
- Wilson Photographer 20%
- Forever Timeless 5%
- Monument Photos 10%
- Tempest 25% individual and 12.5% group
- Will send information out once homework survey is closed.

Playground Plans

- Looking to develop out grass areas at the side of the car park to be a more sensory friendly and quiet area of the playground.
- Picnic tables will be brought round and there will be more focus on quiet areas for reading, board games and craft activities. This will help children with additional support needs or those who become overwhelmed by the noise of the playground.
- There is currently a Tesco token grant away for this and potentially could be a community grant.