

**St. John's Primary School Parent Council**  
**Minutes of Meeting held on Monday 7th November 2011**

**Present**

Anne Graham, Roselyn Murphy, Susannah McIntosh, Alison Irvine, Alison Hope, Janace Telfer, Elizabeth Wilson, John Beckett, Susan Gemmell, Tamsin Graham, Fiona Moffat, Ellenor Walker, Wendy Walker, Irene Stewart, Janet Paton, Lorna Blackadder, Jennifer Robb, Jillian McLennan, Fiona Ibell

**Apologies**

Sandra Stewart, Kirstine Noble, Paul MacConnell, June Gribbin, Jean McInerney, Mhairi Mclean, Alexandra Dickie, Angela Wardlaw, Gayle Baxter

**Copies to**

Joanne Cunningham, Linda McInnes, Stephen Black, Gordon Peters, Anne Mitchell, Monica Clemente, Janet Wilson, Fiona Queen, Mary Smith, Davie McLachlan, Barry Douglas

Susannah welcomed everyone to the meeting.

Agenda Item		Action
1	<p><b>Apologies</b></p> <p>Were made as noted above.</p>	
2	<p><b>Approval of Previous Minutes</b></p> <p>The minutes of <b>4th May 2011</b> were approved.</p>	
3	<p><b>School Website: E-mail communications.</b></p> <p>Alison introduced Colin McLeod who is head of ICT at Hamilton Grammar. He has been tasked with the remit of improving ICT communications throughout South Lanarkshire. He confirmed that the SLC contract with RM expires next year. He has produced a website for our school which will be used as a pilot, with the hope that it will be rolled out in other schools in the future.</p> <p>Our teachers were shown a demo last week. Response was positive. We were then shown a demo of the potential website.</p> <p>The website is written using Wordpress, a blogging tool and content is added easily. Before we can go live, web servers need to be converted to take the new software. This change has been requested and should be processed fairly quickly.</p> <p>Content will initially be basic (newsletters, minutes of meetings, forthcoming events etc). There is a Council directive and policy on the use of children's photos and work, and guidance will be taken on what can be used. Any photos must maintain anonymity. Permission from parents/carers will be requested.</p> <p>The website will be accessible to all, not just members of the school community. Alison will have overall control of what is actually published, with a committee set up to work on what should be uploaded. By opting in to receiving RSS feed, people would receive notification of updates.</p>	
4	<p><b>Appointment of DHT</b></p> <p>Alison introduced Mrs Janace Telfer who was welcomed by Susannah.</p>	

5	<p><b>Travel Plan Update</b></p> <p>Letters were sent out re parking, and things have improved in the school car park on dry days. Wet days continue to be a problem but we continue to speak to people regularly.</p> <p>Re parking in the bus stop - community police are still only using gentle persuasion but this is not working and no one has been charged to date.</p> <p>The signage for the bus stop is actually inappropriate. Best option is to remove the bus stop completely. Re changing the zig zags, if moved now to where the new entrance is then we would invalidate the pilot project re enforcement. We will need to wait until the end of the pilot before any changes are made.</p> <p>The stairs leading up to the car park at the Bent were cleared, and will be continually monitored.</p>	
6	<p><b>Events Programme</b></p> <p>!0th November - Open Evening with toffee/fudge sale. It was noted that the format of the parents night has changed and teachers will hold appointments in classrooms. Letter to be sent out reiterating that there will be no childcare facilities.</p> <p>16th November - Bags2School - June will be available to help. Could arrive any time between 9 - 12. If any one else is able to help please do.</p> <p>17th November - GLOW meeting. This is a drop in session to allow pupils to show their parents what is on the site. All pupils will be given a password to enable them to access the site at home. This would allow teachers to load work for pupils during bad weather etc.</p> <p>18th November - Sponsored Street Dance</p> <p>Details and sponsor sheets have gone out. It was agreed that we would have pineapple (Susannah and Susan), melon (Alison and Wendy), grapes (Jennifer), strawberries (Anne) and Kiwi (Janet). Anne and Lorna to get fruit juice and cups. We have also asked for helpers.</p> <p>Alison asked if we would have any objection to holding a Halloween disco next year. No-one had a problem with this.</p>	All
7	<p><b>Interim Report Cards</b></p> <p>It was agreed that these are fairly meaningless and we would have no objection to them not being handed out next year. This may allow for more time with the teacher. A consultation on the validity of the interim report may take place.</p> <p>Final report format will be changing again. This will mean complete retraining for staff. There is still some discussion to be had on the final format.</p> <p>New learning logs have been issued, majority of these starting as a class target and over time working towards more personal ones.</p>	
8	<p><b>School Trips</b></p> <p>Dates for Ardentenny trip have been moved to 29th Feb - 2nd March. Another school had been booked in for these dates and it is preferable to have the facility to ourselves. A meeting with Representative from Ardentenny is planned for the 24th November. 39 children have confirmed their attendance, with 4 accompanying adults. One child is in a wheelchair, and if her carer goes that counts as one. Others will be</p>	

	<p>Mrs Hope, Ms Gordon, and Mr Murphy. Mr McConnell will be taking 1 child for one of the days but they will not be staying over night.</p>	
9	<p><b>AOB</b></p> <p>Replacement of Disclosure. Council have confirmed that teaching staff, including student teachers will go through the PVG check.</p> <p>Seimis text service is up and running. 5 free texts are allowed per parent per annum. These will be used to notify parents of school closures etc. The decision comes from the County Building as to whether or not a school will open.</p> <p>It was agreed that parents should be thinking about a contingency plan in the event of adverse weather conditions. This will be highlighted on the next letter.</p> <p>Date for next meeting - 24th January 2012</p>	