

# CARSTAIRS PARENT PARTNERSHIP – MEETING MINUTES



| Date    | Began | Ended | Location | Type (Staff/Group/Management) |
|---------|-------|-------|----------|-------------------------------|
| 15.9.25 | 7pm   | 8pm   | School   | Parent Partnership Meeting    |

## Attendees

Jill McQuigg (JM - chair), Louise Taylor (LT - secretary), Susan Notman (SN), Miss Sneddon (AS), Mrs Whitehead (NW), Leah Campbell (LC), Sarann Lewis (SL), Sarah McDougall (SM), Michelle Gardiner (treasurer - MG), Rebecca Stewart (RS) and Michelle Warren (MW).

Apologies – Clare Boyle, Rachel Chambers, Sharon Corrigan

| No. | Agenda Item          | Who |
|-----|----------------------|-----|
| 1.  | Welcome              | JM  |
| 2.  | Previous minutes     | JM  |
| 3.  | Chairperson's Report | JM  |
| 4.  | Finance Report       | JM  |
| 5.  | Headteacher Report   | AS  |

## Minutes

### 1. Welcome

Jill welcomed everyone to the meeting.

### 2. Previous Minutes

Previous minutes accepted by all.

### 3. Chairperson's Report

See report.

In her final report, JM thanked all members of the PP and wished everyone well in the future. MS thanked JM warmly for all her hard work over the years and presented her with a gift.

### 4. Finance Report

- See report.

JM suggested giving a donation to the school and the amount of £2500 was agreed by all. MS thanked the PP for the additional funds.

SL and CB now added as signatories for the bank.

### 5. Headteacher Report

See report for details.

- School Improvement plan (Parent and pupil version) was shared by MS, highlighting targets for the year ahead.
- Survey responses for PP questionnaire were also shared – a minority of parents did not feel informed about the work of the PP. Possible solutions to this were discussed including reinstatement of display board in foyer, termly newsletter etc.
- School Swim lessons (P6) – school will need to fundraise if want these to be continued. LT suggested Tesco blue tokens as way to raise money easily.
- PEF fund – £25,000 spent on support assistant leaving £6000 for literacy/numeracy resources.

## **6. Election of Office Bearers**

Chairperson – Rebecca Stewart & Susan Notman

Treasurer – Michelle Gardiner

Secretary – Sarann Lewis

## **7. Date of Future Meetings**

- Mon 27<sup>th</sup> Oct 7pm
- Mon 9<sup>th</sup> Jan 7pm
- Mon 9<sup>th</sup> March 7pm
- Mon 11<sup>th</sup> May 7pm

### **PP Events**

- Halloween Disco – 30<sup>th</sup> Oct
- Christmas Extravaganza – 11<sup>th</sup> Dec
- Spring Funraiser – Sat 21<sup>st</sup> March 9-12.15pm

## **8. AOB**

- The subject of a Christmas Calendar fundraiser was raised. MS suggested we make a black pen self-portrait birthday calendar and sell it at the extravaganza. An example of one from previous years was shown and SM offered to check prices with Lanark Print shop and report on these.