



**St. John the Baptist Primary School**

**Parent Council Minutes**

**6 November 2023**

<b>Present</b>	Kevin Smith (Chair) Kelly Weir (Treasurer) Craig Wilson Carolanne McNulty (DHT) Caroline Kane Father Ivan (Church Rep) Mhairi Devitt John Devitt Ruth Mellor Margaret Clark (DHT) Cath Currie (HT) Kirsteen White (DHT - temp) Ros Horne (Acting Principal Teacher) Deborah Quinn James Quinn Councillor Kenny McRae Fiona Vornic Jane Hasson Helen Darroch Angela Hoey
<b>Apologies</b>	Stephanie Scarafile, Jennifer McKerrall, Councillor Dempsey and Councillor Devlin
<b>Minutes</b>	
<b>1.</b>	<b>Welcome and Introductions</b>
	Kevin opened the meeting by way of Introductions and welcome to Mrs Currie, the newly appointed Head Teacher of St John the Baptist, acknowledging that today was her first day in post.
<b>2.</b>	<b>Head Teacher's Report/Update</b>
	<p><b>Nursery</b> – the new starts have settled in well. We have had no new information regarding the Clyde Terrace nursery as of yet and there is no opening date been put in place at the moment. The children in our nursery will be staying until January and we are now a 3 to 5 year establishment instead of a 2 to 5 year as Clyde Terrace will be taking the younger age groups. Our nursery is currently full.</p> <p><b>Enrolment Masses</b> – The Pope Francis Faith Award has been signed up by all P6 children. The children have started their booklets and are keen to get started on their chosen jobs. The next two Sunday are enrolment days with Sunday 5 November</p>

	<p>being for Reconciliation – this had a good turn out 43 children – 41 St John the Baptist and 2 from Muiredge. Sunday 12<sup>th</sup> November is for Confirmation (this will take place on 5 March 2024). Sunday 19<sup>th</sup> November is for First Holy Communion – numbers will be allocated for 11am or 1.00pm masses after enrolment.</p> <p><b>PEF - Participatory Budgeting</b> – it was put to the parents, children and staff how they thought best to spend the PEF funds by using a coloured dots voting system and discussion. It was decided that the money would be best spend towards paying for transport to and from trips and also the cost of these trips. Mrs Currie has also been consulted as to her thoughts on the funding allocation as well.</p> <p><b>Active Schools</b> - we also now have various after school activities taking place ie Monday is girl's football, hockey and chess. Tuesday is boy's football and Wednesday is active schools. On a Thursday we have code club starting on 22 November, judo and athletics and also netball on a Wednesday lunchtime and the P7's over the last few Fridays have been taking part in side kicks training.</p> <p><b>Building Works</b> – the current building works are having no great impact on the school or the classes in Room 12 and 13. The site manager and staff are working closely with school so this is great and keeping informed every step. The extension door is still available at the minute and they are going to try and keep this available as long as possible. The situation was was risk assessed last week for fire safety etc and looking at exit points. So far all is fine and at the minute the new fire evacuation plans are being evaluated and put in place. The muster point will have to be rezoned one this happens. The kids will have a practice at their new points and where to assemble etc.</p>	
<b>3.</b>	<b>Finance Report</b>	
	<p>The bank balance as at 11 October is £5,637.72 – our balance is nearer £1,000 – there is still a cheque to be cashed for Muiredge PS profit share from the Summer fete.</p>	
<b>4.</b>	<b>Other matters of discussion</b>	
	<p><b>Tuesday/Wednesday 12 and 13 December – Christmas café</b></p> <p>The week leading up to this will be enterprise week for the kids to make things to sell on the day. The kids will sing and perform on the day. This will be a ticketed event.</p> <p>Parent Portal is up and running and needs to be used. The school app has not been renewed for next year so the mode of information will be parent portal. Electronic sway will be going forward and is a good form of information. It's important that people sign up for parental portal. There have been a few problems with people registering and its quite complex but through time we are hoping this improves.</p> <p>It was asked that perhaps parents from the PTA could consult SLC regarding the refurb of the pitch and how much it is in disrepair – hopefully this will be resurfaced at some point but nothing concrete.</p>	

	<p>There is a problem in the staff room with a leak which has been happening since the leak at the front door was fixed. This will be taken forward and more information will be obtained by Catherine Currie. The roof will need to come off when the building work is taking place. Councillor McRae has taken notes and has stated that he will send an email regarding this after noticing it at our meeting.</p> <p>The tunnel project is being passed to Muiredge and St John's children to work out what the paint project will involve. SLC maintains the lighting but Amey maintain the actual tunnel. Caroline Kane was informing the PTA about a similar underpass tunnel in Collinton which went through an art process for a Robert Lewis Stevenson poem etc.</p> <p>Christmas calendars – Agreed that Parent Council will produce calendars as we have in previous years with profits going directly to School funds. Craig Wilson said he would be happy to take on the work for the calendars again this year.</p> <p>January – fundraising 2024 – the family fundraiser was a great success and was a sell out in the first week. This was popular and all agree that it would be good to do again. It was agreed to mirror the organisation of what happened last year. A subcommittee will be set up to arrange dates etc. An appeal will be put out to parent helpers and anyone who can provide a service.</p> <p>The summer fete will run again with Muiredge PS – this will be Muiredge's lead on this we will still be needing volunteers and a date will be arranged for this. This will be scheduled for approx. beginning of June this year. There will be a subcommittee set up again to make arrangements etc.</p> <p>Ruth Mellor would like to pair up with who is in charge of the Echo Committee to take forward environmentally friendly projects – may be the echo influencer who was described at the meeting could be brought into the school for P7 fashion show etc.</p> <p>PEF meeting – the sensory garden was popular with the kids and were disappointed that the sensory garden was not chosen. Kelly got in touch with the men shed they sent an email regarding the promotion of the sensory garden. Kelly has asked them for benches and some kind of shelter so is waiting to hear back about this. Caroline Pitcathley is looking for outdoor stuff etc – see list on app. Craig said he is happy to help with this also.</p>	
<b>5.</b>	<b>AOCB</b>	
<b>6.</b>	<b>Date of Next Meetings</b>	
	<p>The times have changed to 6.30 till 7.30</p> <p>Monday 15 January 2024  Monday 11 March 2024  Monday 20 May 2024</p>	