

S.H.A.P.E.S.

Committee Meeting 05/10/2016

St Hilary's Primary School, 7pm

PRESENT: Maureen Reid (Head Teacher), Carly Sarwar (Chair), Claire C. Shackleton (Secretary), Joanne Lindsay (Treasurer), Sarah Holman, Julie Cannon, Donna Lynch, Gemma Crawford, Sharon O'Connor, Jill Moore, Susan McManus, Carol-Ann Conner, Yvonne Roberts, Maureen Williams

APOLOGIES: Christine Lennon, Tracey Howarth, Marie Haldane, Mr Blair and Mrs Greenshields

1. CHAIRPERSON WELCOME.

CS welcomes all S.H.A.P.E.S. Members.

Minutes from the AGM Meeting held on the 7th September 2016 were accepted by all present members.

2. TREASURY REPORT.

JL, on her new role of Treasurer, has taken control of the S.H.A.P.E.S accounts, forms have been updated and all new Signatories have been confirmed.

The current account balance is £1,247, the variation from last meeting is due to money deposited from the Rag Bag collection.

A new accounting book is required, JL will look into acquire a new one; with a retail price of around £25 this is an expensive book to buy.

3. CONSTITUTION.

CS proposed article 3 of the Parent's Council Constitution to be changed to allow a maximum of 13 members to be part of the committee.

This was accepted by the present committee members and CCS will amend the Constitution accordingly.

4. HEAD TEACHER UPDATES.

MR was happy to report there has been a great response to the Drop In for the Shared

Learning Programme.

Read-a-thon: money is still been collected, at the last count the balance was £615.00, but this is due to change. It was a great effort to help raise funds for the library and sensory room.

Pupil Voice Group: to increase pupils participations dedicated voice groups have been created and will start to gather this week. These groups are meant to not only increase pupils participations, but are also meant to be constructive. With these views in mind different groups have been created, i.e. community group, citizenship group, fundraising group. 2 Pupils from each class (P1 to P7) will be selected to attend a group. To allow participation the pupils will rotate in between groups.

Forrest School: P6 pupils have been enjoying working with the East Kilbride Community Trust who have been providing training at Peel Park every Thursday morning. Due to the success of this activity MR will be looking into the possibility of rolling out the programme to other pupils, if this cannot be done in collaboration with EK Community Trust, it might be undertaken with the help of Mrs McGhee.

Artsnet: P7 have been participating on the Artsnet projects discussing not only about internet safety, but about safety in general. A meeting for parents has been set up for the 13th October between 11am-12noon.

Competitions & Learning: a Chinese teacher is due to come into school. This opportunity will help the school to achieve a possible International School Awards. MR is looking into entering the school into Euro Quiz Competition; other local schools have been taking part and this is an opportunity to raise the school profile.

Staffing: following the announcement at the last meeting of possible recruitment, MR confirmed the post for an additional teacher has not been filled as yet. Interviews are been carried out at a Authority level. An additional teacher will assist other members of staff and will allow additional time for training and other projects to be carried out.

Accounts: the School and Nursery books were audited by Mr Conner.

School Improvement Plan: MR reiterated the main targets of self evaluation, curriculum development and tracking/monitoring. To do so the Big Writing has been introduced to all classes and the response from pupils has been very positive. With regards of the Curriculum Pathways the message to all teachers was to develop a programme that can introduce new ways of learning to interest and stimulate the pupils. Not only completing text books, but allow children to think outside the box. Before setting up the Curriculum, the Scottish Government Benchmarks [procedures to define what is required from early learning level (Nurse & P1) to high school] will be analysed to compare what are the basic requirements and what can be improved.

Assessments are monitored thanks to the Big Writing programme for which targets are easier to set up. With regards of reading, as this is more subjective, new material has been purchased to assist teachers assessing pupils levels.

Children are and will be aware of their targets and the monitoring will help teachers and pupils to understand what has been achieved and what can be improved.

5. COMMUNICATION.

CS has raised the issue of how the S.H.A.P.E.S. Committee communicates to all its members. At the moment emails are used to issue informations regarding the committee activities and initiatives, however this doesn't seem to reach and involve all parents/carers.

After debating pros and cons the committee has voted (8 in favour) to trial a parents council Facebook group page. This page will be private, will not be associated with the school and will not post pictures of pupils. It will be another tool of communication for all parents and carers.

Within this platform it is hoped ideas for events, fundraising and other issues can be discussed. CS & CCS will liaise with MR to review the SLC policies and set up the page.

Another possible tool will be the use of waterproof Notice Boards in the playground area. Costs will have to be investigated.

A S.H.A.P.E.S presence will be required at the next parents/teachers meeting.

MR is looking into the possibility of the school to have a Twitter feed.

6. EVENTS.

Halloween: the Halloween party will be taking place on Monday 31st October between 3 to 4.30pm. P1-P3 will be attending in the dining hall, P4-P7 will be in the gym.

Activities and goody bags/snacks will be organised for all pupils.

Tickets will be charge at £2/each and will be issued the week before the party.

Christmas: the Christmas Fayre will be taking place on Saturday 3rd December 2016 and volunteers are required.

CS has already made contact with 13 no Outside Stallers and drafted a letter to send to businesses to ask for donations toward prizes for the tombola and the raffles.

Santa will be attending the event and activities will include face painting, tattoos and nail painting.

To raise awareness of the event the committee will be looking into procuring a banner, if any parent/carers can be of assistance in this matter it will be much appreciated.

Entry fee will be £1 per adult and will be free for children.

CS will liaise with the Christmas sub-committee in due course.

6.7.Rag Bag updates.

The Rag Bag recycling bin was emptied last week and MR confirmed the weight was around 171kg, this should raise £80.

7.8.AOB.

CS informed the committee the feedback from the recently issued school photographs were not positive. It was discussed last year not to use this photographer again due to the poor quality of pictures and the high costs of them.

This photographer was used again this year following the unsuccessful procurement of another professional photographer for the Sacraments last May.

The issue will be looked into by MR for next year pictures.

CS highlighted these meetings are open to all members and an issue has arisen for parents/carers who cannot attend due to childcare. MR explained childcare cannot be provided for these meetings due to insurance and costs implications.

If any parent/carer would like to contribute to the meetings, but won't be able to attend can contact the S.H.A.P.E.S. Committee by writing to the dedicated email address, talk to a member or use the soon to be developed Facebook page.

Subgroups are able to meet out with the monthly committee meetings.

Next meeting will be on Wednesday 2nd November 2016 at 7pm.