



**MILLERSNEUK PRIMARY SCHOOL  
PARENT COUNCIL  
M I N U T E S  
Thursday 8<sup>th</sup> June**



1. Sedereunt	
<b>Chairperson</b>	Rachael Nicholls
<b>Vice-Chairperson</b>	Pamela Martin
<b>Clerk</b>	Mrs Alexander
<b>Parent Representatives</b>	Mrs Love; Mrs Nurbhai; Mr Keane; Mrs Wilson; Mrs Black
<b>Councillors</b>	
<b>Head Teacher</b>	Mr Caldow
<b>Teacher Representative</b>	Mrs Hynes

2. Apologies
Mrs Henderson
3. Minute of Previous Meeting - 4 <sup>th</sup> May 2023
Minute approved

4. Chairperson's Report
<p><b><u>Google Docs:</u></b></p> <p>Mrs Henderson has set up 'Google Docs' to share Parent Council Information across members. Items to be shared would include:</p> <ul style="list-style-type: none"> <li>✓ Agenda &amp; Minute of meetings</li> <li>✓ Parent Council Log</li> <li>✓ Information from Parent Forum Meetings</li> <li>✓ Etc</li> </ul> <p>Mrs Nicholls gave an overview of areas discussed at last Parent Forum e.g. Including Every Learner, these slides would be shared.</p> <p><b><u>Purpose of Parent Council / PC Communication and Wider Parent Engagement:</u></b></p> <p>Mrs Nicholls discussed and presented the 'wheel diagram' that shows the purpose of the Parent Council. Mrs Nicholls had used this to promote the Parent Council at the recent Spring Fair and to encourage membership applications.</p> <p>It was agreed by Parent Council Members to revamp the introductory Parent Council Introductory Newsletter for next session. Mrs Martin had already begun working on this - highlighting the role of the Parent Council, communication channels etc. emphasis being on more transparent communication with the parent body and encouraging 'parent voice'. This would be a focus going forward. Mrs Nicholls agreed to send out an email to all parents, before the end of the session, listing areas discussed by the Parent Council and any outcomes</p> <p>Parent Council members agreed to encourage the completion of the Parental Consultation being sent out by Mr Caldow through Seesaw communication.</p> <p><b><u>Parent Council Log (Standing Item)</u></b></p> <p>Log to be updated with last communication between the PC and EDC re traffic issues.</p>
Action Points
<ul style="list-style-type: none"> <li>✓ Share last Parent Forum slides (RN)</li> <li>✓ Check PC Memembrs are happy for their details to be uploaded to Google Docs</li> <li>✓ Upload any missing Agendas &amp; Minutes to Google Docs (GC)</li> <li>✓ Parent Council Members to encourage the completion of Parental Questionnaire being sent out to all parents</li> <li>✓ Mrs Nicholls to send out email to all parents</li> <li>✓ Contact Catriona Chalmers to get the last communications with EDC regarding traffic issues (RN)</li> </ul>

5. Head Teacher's Report	
<b>Standards &amp; Quality Report 2023</b>	<p>Mr Caldow gave a summary of the Standards and Quality Report which included information on:</p> <ul style="list-style-type: none"> <li>✓ ACEL Data (Achievement of a Level) at P1, P4 &amp; P7</li> <li>✓ Progress of School Improvement Priorities: <ul style="list-style-type: none"> <li>- Raising Attainment in Listening &amp; Talking</li> <li>- Rights Respecting Schools - Silver Award</li> <li>- STEM (Introduction of Young STEM Leaders)</li> </ul> </li> <li>✓ Various School Achievements including success at Euroquiz</li> </ul>
<b>School Improvement Plan 2023</b>	<p>Mr Caldow discussed the proposed priorities for next session's School Improvement Plan:</p> <ul style="list-style-type: none"> <li>✓ STEM (Raising Attainment through the introduction of a STEM-based approach in learning across Social Studies, Sciences &amp; Developing the Young Workforce)</li> <li>✓ Rights Respecting Schools (Silver Award)</li> </ul> <p>He explained that a full consultation with parents had been carried out and 100% of parents agreed with these priorities.</p>
<b>Curriculum Rationale</b>	<p>Mr Caldow explained the purpose of a 'Curriculum Rationale'. He made members aware that the current edition of Millersneuk Primary's Curriculum Rationale was very lengthy and jargonised. He proposed to revamp the rationale to a single page with embedded links to specific information. He explained he was going to ask for Mrs Henderson's help with this.</p>
<b>Staffing</b>	<p>Mr Caldow updated members on staffing for next session:</p> <ul style="list-style-type: none"> <li>✓ Interviewing would take place for a new Admin Assistant and 2 day Clerical Assistant to start in the office in August 2023</li> <li>✓ Interviewing would take place to cover the maternity leave of Mrs Morrison</li> <li>✓ Mrs Reid remained on a Career Break for a final year</li> <li>✓ 2 Probationer Teacher would join the school next session</li> </ul> <p>Mr Caldow explained he would inform all parents about these changes through Groupcall and a newsletter.</p>
<b>Building Maintenance</b>	<p>Mr Caldow updated members on EDC's painting programme and explained that this would now take place in Millersneuk in August at the earliest.</p>
Action Points	
<ul style="list-style-type: none"> <li>✓ Mr Caldow to contact Mrs Henderson to help revamp Curriculum Rationale</li> </ul>	

6. AOB
<p>Mr Caldow thanked Mrs Nurbhai for all her support over the years as a member of both the Parents' Association and the Parent Council and as a very supportive member of the parent body.</p>

7. Date of Next Meetings
<ul style="list-style-type: none"> <li>• 7pm Thursday 14<sup>th</sup> September</li> </ul>

## Self-Evaluation (Our Capacity for Improvement)

<u>LEADERSHIP &amp; MANAGEMENT</u> How good is our leadership and approach to improvement?	<u>Learning Provision</u> How good is the quality of the care and education we offer?	<u>Successes and Achievements</u> How good are we at ensuring the best possible outcomes for all our learners?
1.1 Self-evaluation for self-improvement	2.1 Safeguarding and child protection	3.1 Improving wellbeing, equality and inclusion
1.2 Leadership of learning	2.2 Curriculum	3.2 Raising attainment and achievement
1.3 Leadership of change	2.3 Learning, teaching and assessment	3.3 Increasing creativity and employability
1.4 Leadership and management of staff	2.4 Personalised support	
1.5 Management of resources to promote equity	2.5 Family Learning	