



St Bernadette's Parent Council Meeting

Minutes from meeting on 19th October 2021

Attendees: Peter Butterly (Chair), Marianne Savage, Audrey Duncan, Craig Beer, Mike Kelly
 Louise O'Rourke, Nick Masterson (minutes), Jennifer Walker, Katie Sweeney, Ann Duncan

Apologies: Joanne Harley, Father John, Natalie Masterson, Lauren Edwards

No	Item	Action req'd
	<p>Attendees/ Apologies</p> <p>All the above people were in attendance with apologies received from Fr John, Joanne Harley, Natalie Masterson and Lauren Edwards.</p>	
1.	<p>Minutes of Last Meeting (AGM - 6th September 2021)</p> <p>Minutes from last meeting now circulated and will be formally accepted at next Parent Council meeting 29th November 2021.</p>	
2.	<p>Update by Chair</p> <p>Chair welcomed Louise O'Rourke as Vice Chair of Parent Council and thanked outgoing Vice Chair Jennifer Walker.</p> <p>Connect Newsletter</p> <ul style="list-style-type: none"> Connect running an online survey open to any parent for contribution. The survey seeks to gain inputs from parents/carers on how they feel the school term has gone so far, how COVID-19 could be impacting learning and how communication is between schools and households. Survey to close 29th October and the chair to pass survey to school for circulation. Connect AGM taking place on 18th November 2021. This will also include an annual lecture themed "Kind To Mind". Consultation process reviewing Education Scotland and SQA. Online survey available from 26th November 2021. Chair asked Mrs Savage if meetups at the school are permissible as per Connect newsletter. Mrs Savage confirmed that a recent outdoor football event took place and that the Under the Trees family learning event took place outdoors. Mrs Savage advised face-to-face meetings are being discouraged and that meetings with the school should be online in the first instance. Parent Council meetings to remain online as per above guidance. Connect service Easy Fundraising – Chair advised this is an online portal to help with fundraising activities/events. Users shop online via the portal and a proportion of money is then donated to fundraising activities/events. Article to be shared with Fundraising Group to understand if it could be used as a possible fundraising mechanism. <p>Falkirk Rep - National Parent Forum of Scotland.</p> <p>Chair has received an email from Kenneth McKinnon (Falkirk Representative on the National Parent Forum of Scotland, Vice Chair of Falkirk Area Forum and Vice Chair of Braes High School Parent Council). Kenneth considering establishing a wider group involving all the Parent Councils within the Falkirk area and has asked if the minutes from St Bernadette's Parent Council meetings could be published and shared online. The group agreed to this and minutes will be made available online after being formally accepted by the Parent Council.</p>	<p>Chair to place item on future agenda</p>

	<p>P7 Hoodies Katie Sweeney suggested P7s hoodies are made available to children ahead of their visit to Inverclyde. Details of previous hoodie providers to be shared with Katie Sweeney. P7 class teachers to post a message regarding P7 hoodies on Seesaw.</p> <p>School Football Strips Chair advised there had been a previous discussion at the Parent Council in 2019 regarding contribution towards new football strips. Chair to clarify with Paul Taylor what needs to be replaced and to draft a message for the next school newsletter regarding sponsorship opportunities to support the cost of new strips.</p>	
3.	<p>Finances</p> <p>Katie Sweeney advised cheque not yet sent to school to cover online subscriptions costs. This will be done shortly. Mrs Savage confirmed cost of online subscriptions was £1987.06.</p> <p>Main account = £1,478 Fundraising Account = was £2,221, now = £233.94 (due to £1,987.06 subscription costs) 200 Club = £4,132 Todhills (Ringfenced amount) = £1,400</p> <p>Total = £4,443</p> <p>Further deductions (Smart TV, hardship fund and Halloween contributions as noted in 5. Headteacher Update below to be added to finance section within minutes at next Parent Council meeting (Mon 29th November 2021)</p>	Chair to place item on future agenda
4.	<p>Fundraising</p> <p>Fundraising group met 5th Oct 2021. This was the 1st meeting of the new school year as previous meetings were on hold due to COVID-19 restrictions. The group discussed 2 fundraising priorities which are internal to the school as noted below:</p> <ul style="list-style-type: none"> Funds for P7 residential Funds for school libraries <p>Proposal for a wider school sponsored obstacle course for Oct/Nov 2021 led by P7 but would be classed as fundraising/Parent Council event.</p> <p>Other items discussed are noted below:</p> <ul style="list-style-type: none"> Number Generator Draw - Early December 2021 hosted through social media. Prizes available from cancelled bingo event. Sponsored Readathon – January 2022 to early March 2022 finishing up on World Book Day Fundraising for library/book resources. Family fun letter hunt/puzzle trail – Apr/May 2022. <p>The group recognised the need to have sponsorship forms/funds online due to COVID-19 and minimising the amount of physical cash presented to the school. This would also capture a wider audience, hopefully increasing donations. Ann Duncan to discuss with Mrs Heeps how online donation pages could be created for the school and the technicalities of this as current fundraising accounts do not have internet banking enabled.</p> <p>Fund matching – The group briefly discussed £ for £ matching schemes. This is where fundraising amounts are matched by organisations and is a great way to increase total contributions towards a charity/appropriate cause. The group recognised certain rules/exclusions may apply (for example the matching contribution can only be made if fundraising is for a charitable organisation requiring a charity number).</p>	Chair to place item on future agenda

5.	<p>Headteacher Update</p> <p>Mrs Savage thanked new Vice Chair Louise O'Rourke for stepping into the role. Additionally, Mrs Savage thanked the fundraising group for their ideas and suggestions. Minutes of the fundraising meeting were shared with Mrs Savage.</p> <p>Football Team/Tournament. Mrs Savage advised the school football team held their first tournament and that morning janitor Paul Taylor runs this, coaching the children on Wednesday lunchtime. This has been very positive and well received throughout the school.</p> <p>Cross country to start on Tuesday 26th October 2021. Mrs McLeod to lead this along with support from Mrs Martin. This will be for P5 - P7 children and letters were sent to parents.</p> <p>Basketball League to resume indoors. Aoife Duncan volunteered to run this activity for P6 and P7 on a Monday lunchtime. Letters will be issued to parents from 20th October 2021.</p> <p>Mrs Savage advised the group that the Family Learning Programmes have resumed. Under the Trees (Tuesday 3pm - 4:30pm). 7 families are now part of this programme and are part of a 6-week block. A further 6-week block is available to families who wish to join the programme (expected to run all year).</p> <p>Spanish Family Learning for P5/6 – Lauren Edward running this at 7:30pm on Tuesday evenings. Feedback is that families are enjoying this. Mrs Savage hopes this or a similar activity will run in future.</p> <p>Mrs Savage advised that the School House Captains and Vice Captains were now finalised and that they will be working in different areas within the school.</p> <p>Learning for Sustainability/Laudato Si. Mrs Savage advised the group that an enrolment service on Friday 22nd October will take place via Teams with Fr John. Each class have nominated 2 pupils to join a Laudato Si or Learning for Sustainability group with the aim of getting pupils involved in Learning for Sustainability. This is being called a Faith in Action group. Mrs Savage informed the group that a mini COP26 conference was being arranged via the Laudato Si cluster group on Friday 12th November 2021 in St Frances Parish Hall. Circa 10 children from each school to attend this event and details will be shared with parents shortly.</p> <p>Reading Mrs Savage advised the group that during the first in-service in August, all teachers were trained in Reflective Reading and have been developing reading across the school. This will continue throughout the year.</p> <p>Recent Learning Walks Mrs Savage advised the group that the school leadership team visited different classes and talked to children to observe the flavour of learning across the school. This was not an official observed lesson and feedback from the children was very positive.</p> <p>Skills development. Mrs Savage informed the group that a meeting was held on 18th October and a further programme (Ministry of Meta Skills) is in the early planning stages. Mrs Savage to provide further update at next Parent Council meeting.</p> <p>Teacher Profession OTI (Outstanding Teacher Intervention). Mrs Savage advised an external organisation are also working with the teaching staff to support and encourage teacher professional development. A training day for the teachers is on Wednesday 27th October. Every teacher is to get a 3hr training block and the next session for teaching staff has been arranged for the next in-service day.</p> <p>Parent/Teacher Consultations Mrs Savage advised the parent consultations are to take place 17th November and 25th November. Information to parents/carers will be issued post 20th October 2021. Consultations will be via an online booking system (similar to the previous booking system). Parents will be given a link and a timeslot. Each timeslot will last 10 minutes and will automatically end once the time runs out.</p>	
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	<p>Mrs Savage updated the group that face-to-face meetings within the school are being discouraged to reduce the risk and potential spread of COVID-19.</p> <p>Christmas Mrs Savage advised discussions regarding Christmas had taken place with the staff to understand what could be done in line with the latest COVID-19 restrictions. Mrs Savage advised the pantomime trip is still going ahead and will be a good way to finish up the term.</p> <p>Concert Mrs Savage advised that the school are planning to have a Christmas concert this year based on the hope that this can be face-to-face. If not, it will be recorded and issued to parents/carers. Current plan is for P1 to P3 to do the Nativity (P1 and P2 singing with P3 narrating) whilst P4 to P7 will perform a Carol concert. Planning for this is underway.</p> <p>Mrs Savage advised the group that that the atmosphere within the school was great and that the children are more settled following the disruption from the pandemic.</p> <p>Hardship Fund Mrs Savage advised an email to parents/carers had been issued making them aware of this fund (including nursery parents/carers). Mrs Savage advised the fund is empty and it was agreed at the Parent Council meeting to top-up the hardship fund with £250. If additional funds are required, Mrs Savage to advise the Parent Teacher Council as soon as possible.</p> <p>Smart Board Mrs Savage advised the P7 Smart Board is no longer working and needs replaced. In the past, these have been replaced with Smart TVs. Mrs Savage advised that in total, 4 projectors have been replaced and 2 Smart Boards replaced with Smart TVs. The previous Smart TV replacement cost was £2,394. The Parent Council agreed to fund (in full) the cost of replacing the P7 Smart Board with a Smart TV due to the challenges this presents on the school budget. Mrs Savage to confirm the exact cost of the replacement and provide details to the Chair/Katie Sweeney.</p> <p>Connected Falkirk Mrs Savage updated the group that the school have a date for the iPad rollout. P6 and P7 are expected to receive their iPads on Tuesday 26th October 2021.</p> <p>Halloween Treats The Parent Council agreed to contribute towards Halloween treats (crisps/sweets and a juice) for circa 205 children. Mrs Savage advised that each class will be having a Halloween party/event on 29th October 2021.</p>	
6.	<p>AOB</p> <ul style="list-style-type: none"> Chair to compile a newsletter showing where fundraising has helped the school and what the fundraising money has been spent on. Katie Sweeney asked if other parents were aware of issues ordering school uniform (specifically kilts and pinafores). Katie Sweeney and Jennifer Walker advised they had placed orders in June but not received them. Mrs Savage to ask Mrs Heeps to make enquiries with the supplier. Mrs Duncan made the group aware that Bellsdyke Road was closed Tuesday/Wednesday 20/21st October due to a sink hole. This may have an impact on the school run on Wednesday 20th October 2021. Chair to post a message on social media to make parents aware. Dates for future meetings as follows: <ul style="list-style-type: none"> ⇒ Mon 29th Nov 2021 ⇒ Tues 18th Jan 2022 ⇒ Mon 28th Feb 2022 ⇒ Tues 26th April 2022 ⇒ Mon 6th June 2022 	<p>Chair to place item on future agenda</p>

Date of the next meeting: Monday 29th November 2021.