



MINUTES

Wednesday 29th January 2025
Munlochy Primary School

Present

Ben Sharp (Head Teacher), Arlene McNeil (Co-Chair), Norma O'Neill, Karen Cameron (Secretary), Beca Irvine (Principal Teacher – start of meeting only) Hannah Barrows, Shabnam Beattie, Kyla Finlay, Ruth Nichols, Mhairi McCallum, Karen Duncan, Audrey Morrison, Morag Stewart and Alex Baldwin.

Apologies

Gemma Fraser, Mairead Fleming, Jackie Sutherland and Rachael MacLeod.

Arlene welcomed everyone to the meeting.

Beca Irvine joined the start of the meeting and asked if the Parent Council would fund a Boccia Set for the School. The P7s have been trained by Active Schools on how to play the game and are borrowing equipment at the moment. P3-7 have all had tried the game. The P7s are rolling this out to other schools, North Kessock, Culbokie and Resolis. They would also like to arrange a community event. It was agreed that the Parent Council would pay for a set.

Review of the Minutes from Monday 23rd September 2024

The minutes were approved from the last meeting.

Actions to Previous Meeting

Uniform Recycling

Some of the uniform has gone missing from the School. Everyone has now been handing old uniforms to Ruth who will organise recycling. We now have a clothes rail to display them donated by James Cameron.

Line Painting

This is ongoing and with Highland Council. The School has to pay for the bollard to be replaced. Parent Council to write a letter to Highland Council regarding safety.

Smart Phones in School Initiative

This is ongoing

North Kessock Football Club

Munlochy pupils are allowed to join North Kessock Football Club. They are still looking for volunteers to help.

New Facebook Page

This is ongoing – no one has access to the current page – members to look into closing the page and starting up a new one. It will be good to promote events and for information purposes.

Parent Council Trophy

Name of Trophy to be confirmed. This is for a P7 pupil. Not to be academic or for sport.

Fruity Friday

This will be on the same day as dress down day. Children can take in 50p and can get some fresh fruit prepared by the P7s.

Treasurer's Report

Total Funds available	£6,593.13
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The Bank of Scotland has changed us over to a 'Community account' so as of 14/01/2025, we will be charged £4.25 per month which is £51 per year, when before our account was free. Norma will look into the feasibility of changing to another bank (Tore PC/school have done this) but it may be a lot of work, when it's likely all banks will follow suit re charges.

Norma currently has the accounts out at our external auditor-these are the ones from October 2023 to October 2024 which will be required to be ready for the 2025 AGM, usually in May. The PC usually give a small gift of 2 bottles of wine as a thank you for payment for these accounts being audited, which I will sort out once they're returned to me.

So, since the last PC meeting on 23/09/2024 (one scheduled for 04/11/2024 had to be postponed) we have had the following payment's IN and OUT...

PAYMENTS IN

Halloween disco profit of	£235.63	
Self-portrait teatowels profit	£210.00	
Highland Council grant applied for	£74.43	
Coffee's/baking/reindeer dust fundraiser at school show for P7 trip account after the meeting)	£319.58	(paid into the school
Carol singing Munro's garden centre	£252	
Asda Cashpot (Parentkind) payment...due Spring 2025...)	£66.53	(chased this
Easyfundraising (ongoing...i hold the account at present)	£121.38	

PAYMENTS OUT

Leavers hoodies x 12	£254
Thankyou's to Mr Sharp, McNally's	£60
Panto Icecreams	£280
(also made up snack bags from Halloween tuckshop left overs)	
Ross County	£375 (this is half the cost as
agreed, paid to the school account after the meeting)	
Boccia for the school to use...	£...pending...around £100

Leavers book and school leavers cake	£...pending
Trophy for school to award as non sporting/non academic	£...pending

We discussed possible future fundraisers of a tabletop sale in the hall, which would give the P7's another P7 fundraising opportunity, an easter disco, a race-night.

We very much welcome fundraising ideas, along with ideas of how best to spend raised funds to benefit all of the children across the school. It's a good idea to choose a cause to fundraise for then choose the fundraiser to do this towards...

It is common for a school parent council to have a 'parent council fundraising group' which is not (just) the office-bearers such as chair, secretary and treasurer, who already have allocated posts within the PC. This is a group of parents etc who raise money for their school's parent council. The PC can then use these funds to help improve the school, such as refurbishing the playground, and to purchase things that benefit all the children.

This role includes things like managing fundraising events, online fundraising like easy fundraising and Asda cashpots etc, applying for grants like the HC grant...and so much more that is required.

Parentkind and Connect can help understand this role...we have a 2 year subscription to these now via HC. They have loads of helpful info...

Charitable status

A few PC's and PTA's have charitable status...I plan to look into the pros and cons of this for our PC...Hannah Barrows has offered help with this. I believe we apply via the Scottish charity Regulator (OSCR) if we indeed decide it would be a positive move for the PC.

Arlene looking into registering us for 'pounds for primaries' again...fingers crossed we win this time! This consists of collecting tokens from the P&J from 3/2/25 to 8/3/25, online or in the paper itself. She will share details with everyone when she registers...

Headteacher Report

Staffing changes

P1/2 – Miss Eve MacLeay has taken over for P1/2 from Miss Criosaidh Finlayson. This will be until Mrs Martin returns from Maternity on 3rd April.

Mrs Perard has returned from Maternity and will continue her post supporting Mr Cormack on a Monday, as well as providing Class Contact Reduction time for other staff members on a Wednesday.

Mr Rasdale has decided to resign from his post at Munlochy Primary. We wish him all the best going forward. Currently Miss Spear's contract has been extended until the summer.

Sadly, we will also be losing our beloved Mrs Alison Jack after the Easter holidays. She has decided that after 25 years of working at Munlochy Primary, it is the best time for her to retire. As you can appreciate this is a huge loss to the school and she will be immensely missed.

School Improvement

Numeracy has been the main focus for the session, both in class and with our targeted Pupil Equity Fund, led by Mrs Irvine. We will be reviewing our progress at our INSET day, but we feel that continuing it into next session would be of benefit to ensure better progression and embedding of skills.

Outdoor learning training has been useful, although the colder/wetter weather has stopped it happening as regularly.

Digital Pupil Profiles are really coming along. Pupils are thrilled to work on them. We are hoping to email parents soon to provide access links.

Fundraising

Primary 7 will be hosting a Community Café on Wednesday 12th March. Majority of the proceeds will go toward the P7 Residential Trip.

Fruity Friday will be starting Friday 7th Jan and will be on the first Friday of the month to coincide with Dress Down Day.

Assessments

P4 and P7 have completed their National Assessments and will be completing further assessments throughout the year.

P1 will be completing their assessments in Term 4.

P3, 5 and 6 will be completing Scottish Online Formative Assessments. These are similar, however, data doesn't go directly to the Government. Nevertheless, we use the data in an identical way to support teacher judgments and support progression.

Pupils at various stages will also be completing other termly assessments as needed.

Safer Routes to Schools

There is no update on this.

Items for Discussion

Summer Fete

We are looking to run a market on Saturday 26th April in the Village Hall. We will look into organising a meeting to discuss this in more detail. Having it early gives the P7s a chance to have a stall and raise more funds for their Loch Insh Trip at the start of May.

Disco

We will look at having an Easter Disco for the kids and possibly a graduation party/disco.

Loch Insh Fundraising

Some of the P7s and parents are helping at the North Kessock Market on Saturday 22nd February serving drinks and cakes. Monies raised will go towards their P7 trip. All are welcome to bake or help on the day.

School Playground

Arlene will contact the Councillors again about this.

Community Café

This was covered in the Head Teacher Report.

Hockey – Friendly with Avoch

This will take place at our training session on Wednesday 26th February.

There is also a tournament for 5/6 and 6/7 at Dingwall Academy on Friday 28th March 4pm to 6pm

Any Other Business

Karen asked what the school policy is for taking toys to school. Ben advised the children shouldn't be taking toys to school unless its for comfort reasons.

Arlene mentioned that Pound for Primaries is coming back on 3rd February to 8th March. She will send information to Ben about this.

Links to pupils on the website should be up and running soon.

Date of next meeting

Monday 31st March – Fundraising Meeting - 2pm – School

Wednesday 14th May – AGM – 2pm – School