



**ST.MACHAN'S**  
PRIMARY SCHOOL  
EAST DUNBARTONSHIRE

## **St Machan's Parent Council Minutes**

**Date:** Monday 25<sup>th</sup> March 2024

**Place:** St Paul's Parish Hall

**SMT Attendees:** Rosaleen Miller, Rebecca Momoh

**Attendees:** Niamh Rabey (Chair), Paula Miller (Clerk)  
Kevin Gavigan, Canon Jeremy Bath, Lauren Crawford

**PTA Attendees:** Louise Shovlin, Jenny O'Grady

**Apologies:** Denise Lenaghan, Gemma Durnan, Elaine Toner

### **AGENDA**

1. Welcome, Prayer and Apologies
2. Approval of Minutes
3. Canon Bath
4. Election of Office Bearers
5. PTA Update
6. Bus Procedures
7. LA Review
8. HT Report
9. AOB
10. Date of Next Meeting

### **MINUTES**

#### **1. WELCOME, PRAYER AND APOLOGIES**

Niamh welcomed all present.

#### **2. APPROVAL OF MINUTES**

Minutes approved.

Price for photos John Wilson and one other photographer to be sourced.

Class photos not done e.g. p4 – can this be added?  
Who sorts children's ties etc photographer or teacher?  
Parents not told about photographer coming in – check?  
Anti bullying has been put up – policies all include catholic ethos.

### **3. CANON BATH**

Canon Bath said it was lovely to have a slot and talked about his role preparing children for sacraments and to celebrate feast days in faith.

Thanked Rosaleen and all staff for allowing him to be present in the school and a link between parish/community/school.

P3 confessions went well, and the children were all well prepared, now need to make sure the P7's are ready for Confirmation straight after Easter.

First Holy Communions 18/05 St Machan's 11am 19/05 St Paul's 10.15am, 1 child making First Communion in Poland.

P6 have done a sponsored walk to Schoenstatt as part of PFFA – hope to develop to P7 too.

There will be a family mass each month St Machan's & St Paul's

Anne O'Grady is sorting a learning space for children in the Atrium – more details to follow.

Not a lot of baptisms happening which has a knock-on effect in school enrolment in 5yrs – Canon Bath will promote this in church newsletter.

Lauren offered to help sort a Parish Facebook page to help move with the times.

Canon Bath suggested a letter of good wishes from Parent Council for Mr McLaughlin's retirement.

### **4. ELECTION OF OFFICE BEARERS**

Niamh Rabey stepped down as Chair – Jenny O'Grady will be the new Chair - seconded by Louise Shovlin

Lisa Devlin stepped down as Clerk – Paula Miller will be the new Clerk - seconded by Kevin Gavigan

Elaine toner resigned as Vice Chair - Lauren Crawford will be new vice chair – seconded by Paula Miller.

## **5. PTA UPDATE**

Halloween disco profit of £400 and Christmas Fayre £1600 profit, Mother's Day approx. £200 profit

St Patrick's Day bingo was well attended and had £1060 profit.

Looking to get kids to make gifts etc for Mother's Day as spending too much on buying items to sell.

Ice pole sale was great – hope to do again this year.

PTA really need a secretary/admin type person – they will put advert on Facebook page.

Louise Shovlin attended different Christmas fayres to get some ideas – one was a noticeboard with what paid for – good to see where money goes – Rosaleen offered a bulletin board.

Possibility of joint PTA/Parent Council meetings - Rosaleen suggested moving to a Wednesday and using school staff room as already have the dancing on in the hall – maybe earlier 6.30 – will be confirmed and hopefully in place for next meeting.

## **6. BUS PROCEDURES**

Rosaleen confirmed bus procedures have now been changed and will continue. Also confirmed she will be standing at top pf the stairs to watch the children coming off bus safely but can't take the children inside if raining so has to prioritise safety.

Rosaleen asked if can have less buses but due to so many areas in Lennoxtown/MOC – maybe bigger buses? Jenny O'Grady asked if anything parents can do to help with timings – Rosaleen advised she needs staff in at the times they already have as needs them there at the end of day.

## **7. LA REVIEW**

No report to parents from quality review – can see grading given on website – late to go on as inspected in May, report in June and school improvement plan was already in place. Published December/January (usually October) but is also on newsletter (will be in March newsletter).

Niamh Rabey suggested putting out an email to parents to say this is on the website as they were consulted as part of the review.

## **8. HT REPORT**

See separate report.

## **9. AOB**

Reading books – P4 didn't have home readers due to flood damage in library - will they be replaced? Rosaleen advised that yes, they are gradually being replaced.

Will there be an opportunity next year for parents to come in and see kids' topic work – e.g. open at 4.30pm for example for working parents? No date specifically for this but can see at Parents' Evening. Rosaleen will see if can put in next year's plans.

Parents night – parents can look around the classes.

Breakfast club – no plans to bring back due to staffing and there were not a lot of kids attending. It was opened up to a wider criteria but numbers dropped the 2<sup>nd</sup> time and it was just not meeting needs.

Any funding available for a soft playground as a few sore faces happening. Niamh Rabey said Parent Council could apply out with the school. Rosaleen Miller asked if Parent Council could put something to council for access to the new pitch.

Suggestion that for meetings going forward to be 30 minutes Parent Council and 1 hour PTA.

## **10. DATE OF NEXT MEETING**

Wednesday 29<sup>th</sup> May 2024