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# **CUIKEN PRIMARY SCHOOL PARENT COUNCIL**

# **Minutes of Meeting on**

# **Wednesday 11 May 2016 at**

## **7.15 p.m. at Cuiken school**

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| **Present** | **Apologies** |
| Toni Black (Parent)Petya Furnadzhieva (Parent)Karen Hancock (Principal Teacher)Joanne Holmes (Parent)Hilary Larkins (Parent, Chair)Judith Lee (Parent)Karen O’Hanlan (Parent)Rowena Robbie (Parent)Joanna Taylor (Head Teacher)Lex Waters (Parent, Fundraising Chair)Alan Watt (Parent)David Watters (Parent, Vice Chair)Lynsey Weir (Minutes Clerk) | Gordon Bee (Parent)Amanda Crawshaw (Parent)Kimberley Hughes (Depute Head)Adam Montgomery (Cllr) |
|  |  | **ACTION** |  |
| **1.0** | **WELCOME AND APOLOGIES.** |  |  |
|  | Hilary Larkins opened the meeting by welcoming all, this is our last meeting of the academic year. Apologies were noted as above.  |  |  |
| **2.0** | **APPROVAL OF PREVIOUS MINUTES.** |  |  |
|  | Minutes 23 March 2016 1. Lex Waters to update regarding Slack App.
2. Joanna Taylor advised that the ‘Love Your School Event’ would include shed and furniture painting. Pupils have been involved with grounds maintenance and planting.
3. Judith Lee is progressing with the Raspberry Pi Computer Coding and will liaise with Joanna Taylor.
 | **Lex Waters****Judith Lee /****Joanna Taylor** |  |
| **3.0** | **FUNDRAISERS REPORT.** |  |  |
|  | 1. Lex Waters advised that sadly we had to cancel the Hunter & Lass Talent Show which would have brought in additional revenue. This was due to unforeseen external circumstances.
2. Due to a lack of volunteers for organising events it looks like we will have to postpone or cancel the Summer Fair. Discussion was held on how to recruit more volunteers and progress the Fundraising side of things, suggestions included:
* Flyer promoting the event and requesting help advising that it will be postponed or cancelled if no help comes forward.
* Promote what the fundraising assists with.
* Merging the Parent Council and Fundraisers group to avoid people feeling there are too many meetings to attend and having to source two Chairs.
* Cut back on the amount of events scheduled throughout the year.
* Identify the key events throughout the year and organise sub groups for each event who can pull together and ask friends (other parents) to assist with organising.
* Ask for assistance from the wider Community.
* Thanks were expressed to the Staff for their support of events over the last year.
* Joanna Taylor to put a note out with a tear off slip to complete for event assistance in the P1 bookbags.
* It was agreed to be hold an additional meeting at 7pm on Wednesday 8 June to discuss the Summer Fair. All to note in diaries. LW to promote on Facebook.
 | **Joanna Taylor****All****Lynsey Weir** |  |
| **4.0** | **HEAD TEACHER REPORT.** |  |  |
|  | 1. Staffing:
* Jill Devine will be winding down this year (Wed, Thur, Fri).
* Aimee Rouse returns from maternity leave and will share the P1 class with Jill Devine (Mon, Tues).
* Sue Burns will continue to wind down with same arrangements.
* Nursery Staffing changes ongoing and can’t be confirmed as yet.
* Hilary Downie will be winding down this year (Learning Support and Provision).
* A full time position will be not be advertised for the Provision as a member of the current teaching team will do this.
* NQTs still being confirmed.
1. Nursery transition visits to P1. Buddy and mentoring systems working well.
2. Once class teachers are in place pupils will have a meeting date to support transition.
3. P7 transition days to High School take place on the 8 and 9 June.
4. P7 are away on their transition camp to Netherhurd.
5. P6 camp takes place at the end of May to Benmore. Due to availability next year’s camp will be held Tues-Fri.
6. Sporting – Girls Football, Big Pedal, P5 Golf, P5 Skiing, P6 Orienteering, Bike Ability.
7. Classes are using ‘Together Time’ to assist with grounds maintenance and planting. Rotary have donated plants.
8. 2 day course on Visible Learning into Action was very useful (attended by Joanna Taylor and Kimberley Hughes).
9. Better Eating, Better Learning continues with PHS.
10. PC Frizzell has been in to talk to our younger classes about staying safe when ‘out and about’. He will return to talk to our upper classed about substance misuse.
11. P6 are working with Midlothian ICT Team to explore learning through GLOW.
12. Super performances for the Hunter & Lass Talent Show auditions.
13. P4 and P5 worked with a Puppet maker to make and produce shadow puppet shows.
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| **5.0** | **FINANCIAL REPORT.** |  |  |
|  | 1. Petya Furnadzhieva advised that the balance of the account is £1,755.16.
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| **6.0** | **CYCLE TRAINING.** |  |  |
|  | 1. Rowena Robbie highlighted the need to recruit parent volunteers for Cycle Training. Joanna Taylor to highlight this in the letter to parents of the class taking the Bikeability. It was agreed that parents do not have to commit to the 5 days even 2/3 sessions would assist and highlight that no training is necessary. Joanna Taylor thanked Rowena Robbie for her assistance with this role over the last 3 years.
 | **Joanna Taylor** |  |
| **7.0** | **FUNDS AND SCHOOL REQUESTS.****The following requests were made:** |  |  |
|  | 1. Funding for benches in the willow tunnel to allow classes to make more use of the area. Joanna Taylor to request assistance of any joiner parent in the next school newsletter. Joanna Taylor to investigate cost.
2. Funding for an iPad charging station.
3. Books for the school library.
4. Playground equipment.
 | **Joanna Taylor** |  |
| **8.0** | **MEETING DATES FOR NEXT SESSION.** |  |  |
|  | 1. Lynsey Weir to schedule meeting dates for the next academic year and forward to Joanna Taylor / Hilary Larkins for review. Lynsey Weir to confirm to all and post on Facebook.
 | **Lynsey Weir** |  |
| **9.0** | **SCHOOL TESTS IN SCOTTISH PRIMARY SCHOOLS.** |  |  |
|  | 1. Hilary Larkins asked for confirmation on current school tests and how the process runs. Joanna Taylor ran through the process of what happens with the Accelerated Reading and how the Star Reader tests run to determine a pupils understanding on the book and which reading texts they should be accessing.
2. There was some discussion about the proposed testing of all pupils across Scotland. It was agreed to update PC when there was further clarification.
 | **Joanna Taylor**  |  |
| **10.0** | **P1 CLASS PHOTOGRAPHS.** |  |  |
|  | 1. Joanna Taylor advised that a parent had raised a concern on the cost of the P1 photo and the quality of the proof image. Discussion took place on whether we need to investigate other photographers, styles and costs. Hilary Larkins suggested highlighting the cost of the photo within the P1 Bookbag and that it only takes place in P1 and P7. Alan Watt suggested obtaining a proof image for keeping in school for parents to come in and view or view on the photographers webpage.
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| **11.0** | **HOPSCOTCH THEATRE.** |  |  |
|  | 1. Joanna Taylor has investigated the cost of the Hopscotch Theatre to visit the school and perform a show. After consideration it was agreed that the costs were too high and we would not progress with this.
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| **12.0** | **ANY OTHER BUSINESS.** |  |  |
|  | 1. Hilary Larkins advised that this is her last meeting as Chair. David Watters has agreed to take on the role of Chair and will have a handover.
2. A Social event will take place on 22 June at 7pm in the Craigiebield.
 | **Hilary Larkins / David Watters** |  |
|  | **DATE OF NEXT MEETING.**1) The next meeting will be on Wednesday 8 June to discuss the Autumn Fair and then the social event on 22 June 2016, at 1900hrs.  |  |  |