



CUIKEN PRIMARY SCHOOL PARENT COUNCIL

**Minutes of Meeting on
Wednesday 7 September 2016 at
7.15 p.m. at Cuiken school**

Present

Toni Black (Parent)
Janice Friars (Parent)
Petya Furnadzhieva (Parent, Treasurer)
Karen Hancock (Principal Teacher)
Hilary Larkins (Parent)
Judith Lee (Parent)
Karen O'Hanlan (Parent)
Joanna Taylor (Head Teacher)
Joe Wallace (Provost)
Alan Watt (Parent)
David Watters (Parent, Chair)
Lynsey Weir (Minutes Clerk)

Apologies

Karen Bennett (Parent)
Amanda Crawshaw (Parent)
Joanne Holmes (Parent)
Alex Hutchison (Teacher)
Kimberley Hughes (Depute Head)
Adam Montgomery (Cllr)
Lex Waters (Parent)

1.0 WELCOME AND APOLOGIES.

David Watters opened the meeting by welcoming all. Apologies were noted as above.

2.0 APPROVAL OF PREVIOUS MINUTES.

Minutes 11 May 2016

- 1) David Watters to email Lex Waters for an update on the Slack App.
- 2) Joanna Taylor advised that the response for the Scratch/Coding Club computer programming class was huge. Therefore, two groups have been set up and will run for 12 weeks each. Many thanks to Judith Lee for volunteering to assist with this. Information will come home soon.
- 3) Joanna Taylor advised that she has received a new contact for the willow benches. All agreed for Joanna to make contact and receive a quote.

3.0 FUNDRAISERS REPORT.

- 1) Judith Lee gave an update on plans for Saturdays Autumn Fair – Tombolas; games; home baking; tattoos; inflatables; sports; dancing; music.
- 2) It was agreed that a meeting has to be set up to discuss how we take Fundraising forward for future events.
- 3) Toni Black suggested a poster for the outside noticeboards promoting the Fundraisers and where to contact to offer assistance. David Watters to action.
- 4) David Watters to speak to the office for the contact details of parents that were collected at the P1 meeting to ensure that they are added onto the email list.

ACTION

David Watters

Joanna Taylor

David Watters

David Watters

4.0 HEAD TEACHER REPORT.

- 1) Staffing:
 - Music Specialist due back tomorrow.
- 2) P1s are now full day and settling in well.
- 3) Thank you to the Parent Council for funding towards Provision horse riding and the P1 bookbags.
- 4) The Meet the Staff event went well and was generally well attended, particularly in the early years.
- 5) Additional fencing around the nursery garden area has been installed, funded by Midlothian Council. A mud kitchen and water play area have been added by the Local Community team. Further fencing to address on-going security concerns may be installed.
- 6) Child Protection training undertaken by staff during in-service day.
- 7) The School Improvement Plan for 2016-17 will be emailed out to Parent Council members for any discussion at the next meeting. David Watters to place on the next agenda.

Joanna Taylor

David Watters

5.0 FINANCIAL REPORT.

- 1) Petya Furnadzhieva advised that the balance of the account is approximately £1,500.00.
- 2) Floats are in place for the Autumn Fair.

6.0 BUS PARKING.

- 1) Toni Black highlighted the issue of bus parking and causing congestion. Karen Hancock to contact Debbie Hunter from Midlothian Transport to have a look into the timings and routes and speak with the drivers.

Karen Hancock

7.0 SCOTTISH GOVERNMENT CURRICULUM GUIDANCE.

- 1) Karen O'Hanlan raised the issue of Scottish Government Curriculum Guidance which was highlighted in the press last week. Joanna Taylor shared the documents which have been circulated to staff and highlighted how this will be implemented within the authority/school.

8.0 MEETING DATES FOR THIS SESSION.

- 1) The following meeting dates have been set all for 7pm within the school:
 - Wed 21 September (AGM, afternoon sessions at 2.35 and 3.15 pm)
 - Wed 26 October
 - Wed 23 November
 - Wed 1 February
 - Wed 22 March
 - Wed 10 May
 - Wed 14 June

9.0 OFFICE BEARERS.

- 1) David Watters highlighted the Office Bearer roles which will need to be considered at our AGM on Wednesday 21 September – Chair, Vice Chair, Time Keeper.

- 2) Current role holders can continue if they wish or new nominations can be submitted. All asked to consider this for the AGM.

10.0 AGM.

- 1) David Watters confirmed that our AGM will be held on Wednesday 21 September. A discussion was held on different ways to present to parents in order to increase numbers. It was agreed to trial an afternoon session to try and attract parents/carers collecting pupils from 2.35pm for around an hour to include 2 sessions. David Watters to draft an AGM report. Petya Furnadzhieva to draft a Financial report. Joanna Taylor to check whether some P7 pupils can assist with tours and show and tell sessions for the I pads.

**David Watters
Petya
Furnadzhieva
Joanna Taylor**

11.0 PARENT CONSULTATIONS.

- 1) Joanna Taylor advised that Parent Consultations will be held on:
 - 11/12 October – 2 way.
 - 14/15 March – 3 way, plus the school Bookfair will be on at this time.

12.0 SECONDARY EDUCATION CONSULTATIONS.

- 1) Joanna Taylor advised that information will be sent out to parents tomorrow. Parents are urged to attend the meetings and learn about the proposed future of the Secondary Schools.

13.0 SCHOOL LUNCHES.

- 1) Karen Bennett asked whether pupils can have a taster of dishes which are new on the menu i.e. Shepherd's Pie, Falafel. Joanna Taylor to check with the kitchen staff. Karen Hancock suggested promoting soup as this can be forgotten by pupils. P1 lunches are going well. Portion size between lower and upper school was discussed.
- 2) Karen Hancock advised that some of the vegetables grown in the school garden has been used in the dining hall.

Joanna Taylor

14.0 ANY OTHER BUSINESS.

- 1) No other business noted.

DATE OF NEXT MEETING.

- 1) The next meeting will be the AGM on Wednesday 21 September 2016, at 2.35 and 3.15 pm.