

Campie Parent Council Minutes 30th April 2014

Attending	Shona Blakeley (Chair), Colin Liddell (Treasurer), Ailsa Duncan, Cllr John Williamson, Nadine Lowrey, Sara Clubb, Lisa Wood, Sarah Cunningham, Cllr John McNeil, Shirley Banks, Zoe Gillespie
Apologies	Sara McCann, Laura Munro, Sheila Silvagni, Chris Kelly, Debbie Beveridge, Alison Elgin, Gaynor Allen
In attendance	Sarah Robson (Acting DHT), Jean Archer (clerk)

Agenda Item	Discussion	Action
1	<p>Minutes of last meeting These were agreed, being proposed by Shirley and seconded by Nadine.</p>	
2	<p>Matters arising <i>Health and Well Being:</i> update at a future meeting. <i>Vision statement:</i> ongoing <i>Easy Fundraising Update:</i> to be covered later in meeting <i>East Lothian Foodbank:</i> it was agreed that the manager of this should be invited to speak at a future meeting. <i>E mails:</i> at present there are fewer parent council e-mails being circulated so these are more manageable. <i>Fundraising:</i> Dawn Slight is working on this. Zoe will ask for an update to share with the pc. <i>Budget information:</i> John has passed this onto Debbie. The communication group will post a link to it. <i>Banner:</i> this is now in use and it was agreed that it looks good. The assembly times can be altered on it at no extra cost. <i>Photos of pc members:</i> please pass on any outstanding ones to Shona. <i>Class rep. volunteers:</i> A number of year groups now have pc representatives (p1 – Ailsa, p2 – Sara, p3 – Lisa and Sarah, p4 – Shona and p6 – Gaynor). Other volunteers are requested to e mail Shona. Volunteers will be able to catch parents to pass on information in the playground and raise issues on behalf of other parents at pc meetings. <i>Engaging with everyone about the parent room:</i> the Communication Group will ask for comments on this.</p>	<p>Zoe</p> <p>Communication Group</p> <p>Pc members</p> <p>Volunteers</p> <p>Communication Group</p>
3	<p>Head teacher's report (given by Sarah) <i>Staffing:</i> recruitment is in process for the posts of permanent depute head teacher, permanent principal teacher, a permanent class teacher, a temporary class teacher and a part time temporary class teacher. Cassie Armstrong has been appointed to supply maternity leave cover in the base but cannot start until August. Trish Quinlan and Kate Colver are covering at the moment. There will be three NQTs next year. Decisions about class teachers will be taken after teacher appointments have been made. <i>Roles of management team:</i> Alison is the first point of contact for the nursery and p1, Debbie for p2-p5/6 and Sarah for p6 and 7. <i>Bacon butties:</i> two of these sessions have been held, both of which have been fairly well attended. Home learning was discussed and a consultation on this will be held next session.</p>	

School Improvement Plan: this year's will be reviewed and priorities will begin to be set for next year's at the in-service day on Tuesday.

Quality Improvement Officer: David Scott will visit the school on May 20th. He would like to chat with parents at 9am. Anyone interested in this should let Debbie know. Sarah will pass on information about this to the Communication Group, for their newsletter.

Reading:
Accelerated Reading Sarah has been looking at reading within the school and has spoken to the team of parent volunteers in the library. The software for the Accelerated Reading Programme is in place and it is hoped that the system will be ready to launch after the summer break. Staff will undertake training for this and all books need to be labelled. Children are assessed online and awarded a level. Books are labelled according to levels so that pupils can then find books which are appropriate for them. After reading new books, children undertake online quizzes to help monitor progress. All books should have a coloured label on the outside, to show the general level, and then a mark on the inside to show the particular level. New books will come with these labels in place but volunteers are needed to check levels for all existing books. Each book in the library catalogue needs to be typed into the computer to check what level it is at. This task can be done at home. Sarah will issue a letter to parent asking for help.

Book buying Sarah is travelling to Glasgow with 6 p4-6 pupil council members on Thursday, to buy new books using the £1000 pledged by the parent council and £500 of school money. The group will be met at the station and lunch will be provided for them. The supplier has a sale starting next week but has agreed to sell to Campie at the sale rates. The pupil councillors have spoken to their classmates about what types of books they would like and the parent volunteers have been consulted too. Sarah will type up an account for the Communication Group's newsletter.

Focus on reading The school will concentrate on reading in the first two weeks in August. Some pupils will visit the Book Festival and authors/ storytellers will visit the school to work with the others.

Transition: the new p1 meeting will take place on Thursday evening. A Pirate Day is planned for June 15th and other events will take place too. P1 teachers will be Kelly Alexander, Joanna Leyland and Kate Colver and sharing with a new part time teacher.

Art Club: Sue and Heather have been running this. Work will be displayed in Musselburgh Library over the summer.

School budget: there will be less money available next year as there will be two DHTs in post instead of one.

Oliver: pupils from p5-7 will be putting on a performance at the Grammar on June 18th and 19th.

P7 treat: p7 pupils are discussing possible end of year treats as an alternative to the usual disco. The school would appreciate pc help in organising this once a decision has been made.

Leaver's assembly: this will take place on the last day of term.

**Volunteers
Sarah R**

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	<p>It is hoped that, by using an external venue, the whole school will be able to attend. Pupils will then return to school for the end of the day and be piped out as they leave.</p> <p><i>P7 lunches:</i> a consultation letter will be issued to p7parents about the possibility of p7 pupils being allowed to leave school one lunch time each week, helping them prepare for the Grammar. Initially some Campie staff would be on the High Street, so that children can seek support if needed.</p>	
4	<p>Sub groups' reports</p> <p><i>Burma Link:</i> children have met Ailsa and Gaynor and have introduced themselves at assembly. Another meeting is planned for tomorrow, where Gaynor and Debbie will discuss the Water festival with pupils. An assembly is planned for May 16th. Ailsa will give the details to the Communication Group for the newsletter.</p> <p><i>School Improvement Plan:</i> a workshop was planned but will be rescheduled. It will be open to the wider cluster.</p> <p><i>Communication Group:</i> a new pc website has been set up on Edubuzz. Content still needs to be added. Laura and Sara will have something to show next meeting.</p> <p><i>Volunteers' sub group:</i> it was decided that this would be set up in order to co-ordinate the list of volunteers and to match individuals to tasks. Any volunteers for this should give their details to Shona.</p> <p><i>Fundraising Group:</i> About £90 was raised through the "Guess the Number of Eggs" and "Name the Bunny" before Easter. 99 treasure hunt sheets were sold and 48/9 were returned. A winner will be drawn on Friday. £243 was raised in total. Nadine will pass on the details of the winners for the Communications' newsletter and ask that the publication of this be delayed until the winners are announced.</p>	<p>Ailsa</p> <p>Volunteers</p> <p>Nadine</p>
5	<p>ELAPCM</p> <p>The meeting was cancelled.</p>	
6	<p>Rights respecting schools</p> <p>Staff have been working with pupils to raise awareness of the convention. The audit and action plan have been completed. An application for recognition of interest will be submitted earlier than expected. The planning sheet is ready and Zoe will e mail this to Shona to be circulated. It is hoped that level one might be awarded in August.</p> <p>Zoe and Gaynor are working with Liberty to set up a pupil council in CDC. Pupils will then learn about the convention and teach their teachers about it.</p>	<p>Zoe</p>
7	<p>Treasurer's report</p> <p>Golden Time money has been passed on, leaving a balance of £6400. £2400 of this has already been committed, including £1000 to the library, money for p7 camp and about £500 for the p7 Year Books.</p> <p>Sarah will check whether or not the banner costs include VAT.</p>	<p>Sarah</p>
8	<p>Summer Fair</p> <p>Nadine will put the date for this (June 21st) in the newsletter. There was some discussion and clarification over previous arrangements and new ideas.</p> <ul style="list-style-type: none"> • With the exception of the request from p7 pupils for a stall to raise money for their charity, the summer fair 	<p>Nadine</p>

