

East Linton Primary School

Parent Council Meeting

DECEMBER 5, 2016

ATTENDEES	John Paterson (Chair), Aileen Boyle P2 Rep Michelle Aitken P1 Rep, Tasim Martin-Berg P5 Rep Craig Bennet P2 Rep, Brian Whitson (Treasurer) Joan Bell Co-opted P3 & P6, Audrey Hartland P7 Rep Gill Gardner Head Teacher, Julie Ross PT Colin Carroll
APOLOGIES	Nichola Ma, Fiona O'Sullivan P4 Rep, Bea Taylor Playground Committee Member Charles Nathan , Ros Lowrie, Lucy Daniels, Gillian Coghlan Dave Russell

Agenda topics

1. WELCOME

DISCUSSION		
Due to Nichola's absence, Aileen Boyle agreed to draft the minutes of the meeting		
Minutes of previous meeting: Minutes agreed without changes to draft.		
Progress on Actions arising from previous meeting:		
<ul style="list-style-type: none"> JP had forwarded the playground report but it wasn't circulated. However the Playground Committee has since met and we shall come back to their meeting later this evening F O's confirmed matched funding available if we charitable status, but we are not. This was looked at previously but not progressed. It was noted that other Parents Councils are. JP did not manage to forward logos and so brought them to this evenings meeting – it was agreed that these would be considered at this meeting. 		
ACTION ITEMS	WHO	WHEN
How to get charitable status to be investigated	BW	
Final two logos to be pdf'd and loaded to Facebook page	JP to pdf	12/12
stickers etc to be issued to other runners up	GG	12/12

2. ELECTION OF DEPUTY CHAIR

DISCUSSION		
It was agreed at the last meeting that a continuity plan was required. As Chair JP invited nominees from those present to be vice Chair, with the intention to be Chair next year. It was noted that the position would be an office bearer for the Parent Council. AB was proposed, but declined as she did not wish to be Chair next year. No further nominations were forthcoming at the meeting. It was agreed that JP would contact all members of the current Parent Council for nominations.		
ACTION ITEMS	WHO	WHEN
An email will be sent to all PC members to invite Vice Chair Nominations	JP	

3. PLAYGROUND COMMITTEE UPDATE

DISCUSSION		
Charles Nathan forwarded the notes form the recent Playground Committee meeting:		
<ol style="list-style-type: none"> Lyn Jardine has been nominated as the Chair of the Playground Sub-committee. To enable the sub-committee to operate on its own accord there is an action to seek parent council committee approval on the governance arrangements. The sub-committee proposes they are given authority to seek and spend funding, in addition to establishing the plans. If agreement is reached can this be formally noted at the next PC to be used as a reference for grant applications? Progress as soon as possible with purchase and installation of play pod. No further planning required as funding exists and siting arrangements agreed. Initial contact to be made with local commercial businesses to explore funding opportunities. Suggested places include: 		

- a. Viridor
 - b. EDF – Torness Power Station
 - c. Lafarge
 - d. Tesco
 - e. HLF
 - f. Local wind farm companies (SSE?)
5. Seek confirmation of the location for proposed school extension?
 6. Contact other primary schools who have successfully installed/ funded a playground and see if they would be willing to share their experience with the sub-committee.
 7. See if one or more of the Primary teachers would be willing to meet with the sub-committee to discuss the proposals.
 8. Committee to meet with Liz Dorian (landscape architect) to discuss ideas and concepts and better define what built elements are required so that they can be priced up.
 9. Dedicated Facebook page to be set up.

Options and notes to explore:

- As it stands, under existing guidelines East Linton Primary does not meet the play space/ pupil ratio. A useful lever to use when seeking funding.
- Explore opportunity for engaging retired community in the village to see if they can offer their skills and time installing the playground.
- Suggested playground items:
- Outdoor classroom structure
- Simple, safe yet fun play structures e.g. hollow logs, raised platforms, pirate ship.
- Break existing large play area into discreet play spaces to offer variety and encourage different play activities/ experiences.
- Central courtyard within school can be better utilized and potentially included within a funding package.
- Wildchild Designs offering skills, ideas, support and installation having worked on other similar projects and children’s play areas/ structures. www.wildchilddesigns.co.uk

Added into minutes following meeting by AB: Wildchild was founded in 2015 by established artist Robin Wood. Passionate about getting everyone out into the real world of Nature, Wild Child Designs encourages children of all ages to explore and rediscover the joys of freedom of outdoor play.

Discussion at the meeting:

PGC asked for self governance, however it was decided all actions have to be minuted in PC minutes for insurance purposes.

PGC asked for powers to seek & spend funding. PC has to retain responsibility for sanctioning spending as this is consistent with the guidance provided by East Lothian Council. It was agreed that PGC should present spending suggestions and plans. However they can seek funding options i.e they can approach benevolent companies who are willing to contribute. They can also look for awards, however PGC need to confirm development plans with PC first.

PGC asked for proposed school extension plans – GG said that there are no firm plans and so PGC should proceed as best they could. BW suggested there may be other routes following seeing the cargo container at Balgreen primary. BW suggested we need a range of options for the pod.

AL reminded us that the £1000 will run out by end of march

TMB suggested the PGC bring a proposal with cost for next PC meeting.

ACTION ITEMS	WHO	WHEN
Request PGC to forward names of the members of the committee	CN/BT	
Request PGC to layout of proposal with costs for next meeting	JP	

4. HEAD TEACHER REPORT

DISCUSSION
<p>Staff</p> <p>Mrs Gilmour still not well enough to be ack to work. Staffing remains as before with Miss Jones, Mrs Flockart, Mrs Purves all working very hard. Any future developments will be forwarded when they are available.</p> <p>In addition:</p> <ul style="list-style-type: none"> • The two work placement students had done well; • The MA student, Michael, was very keen and had volunteered extra hours;The PE Students had finished but would return in the New Year. <p>Parental Engagement and Learning</p> <p>Open morning for numeracy was 100% positive. Good to see numeracy in action, issued a ‘how to help’ guide for visitors. Those who came enjoyed it.</p>

JP thought that more open door events like this would be great. Children love it, and feel engaged. Interesting for parents to see how the children interact with each other. Hugely beneficial. JP suggested that PC should make a concerted effort to advertise Parental Engagement events, to bridge any gap between the school and parents.

In addition, it was suggested that alternative day and times be considered.

Nursery had hosted a 'stay n play', which had been well attended

GG almost finished surveying all the children – interesting the breadth and dynamic of feedback. The younger ones see no issue with homework. The P7's not so much!!!

P7 been busy doing drama sessions – flight, the war & technologies. Community wardens been in to talk about the dangers antisocial behaviour

P4 had museum of flight in and are going to the museum on Tuesday 6th dec. They have already skype'd an RAF pilot amongst other activities.

All classes went to library.

P1 & P2 are enjoying their preparation for the Nativity.

It was also noted in relation to the Scottish Government's Governance Consultation that teachers had a session to have a read-through and get the measure of the document. GG gave all teachers a copy and printed out all the questions and got feedback. The questions were challenging and very wordy. But it is important that all Parent Councils fill out this document to enable a cross selection of views to be heard. The deadline is 6th Jan. this will be discussed as a separate item later in the meeting

East Lothian Council Achievement document – ELPS came out really well but it should be caveated that this was for last year's P1, 4 & 7 and that the outcomes could vary year on year. JP questioned how children were graded: GG commented that grading was absolute e.g Children were either secure or not in a discipline – no allowance for 70/80/90% secure. GG committed to maintaining these results. JP felt that the results should also include the size of the classes involved, as this would add validity to the results. Also Education are now providing benchmarks and national assessments and so this may affect future results

ACTION ITEMS	WHO	WHEN
No actions arising from this discussion		

5. SCOTTISH GOVERNANCE CONSULTATION

DISCUSSION		
<p>It was noted that the Scottish Government had issued a consultation the Governance of schools, both primary and secondary.</p> <p>In the first instance, respondents should complete the response questionnaire. However, in light of the difficulty in completing it, there was the option to respond to 4 abbreviated questions as suggested by Mr Swinney.</p> <p>JP noted felt Parent Council should consider how to respond and how to engage with the wider parent forum: we can give them with details or we can send them the lighter version.</p> <p>In addition, we can offer to collate parent responses or they can actually respond individually.</p> <p>The possibility of sending an email to parents was discussed – including the link to everything and the shortened questions.</p> <p>TMB recommended that the email should be parent friendly and include why it's important that parents should respond</p> <p>It was noted that the consultation covered school budgeting and the spending of resources. GG gave the example of resources to teach foreign languages. The consultation covers the future of how the schools are run, with the possibility giving more say to the local level.</p> <p>JP noted that there was the option for responses to be confidential, although they would be subject to the Freedom of Information Act.</p> <p>Given the timescales it was felt that there wasn't time for PC to complete the document in its own right. We also discussed whether or not we collate the responses. It was agreed to communicate to parents and it is the parents responsibility to respond direct.</p> <p>It was agreed communication would be via email and that an email would suffice since all responses will be at an individual level and so no follow up is required.</p> <p>There is a presentation by Fiona Robertson in Musselburgh on 8th December – due to other demands, no-one is able to attend.</p>		
ACTION ITEMS	WHO	WHEN

AN Email is to be sent to the parents and will include: <ul style="list-style-type: none"> the 4 points that mr swinney made. powerpoint presentation link to governance section of the website include GG & JR on distribution list 	JP	first draft by wed 7th dec, feedback by Thursday 8th dec to send out to parent on Friday 9th
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6. HOUSING DEVELOPMENT

DISCUSSION		
There is a meeting on 13 th December, runs from 2-7pm..		
ACTION ITEMS	WHO	WHEN
Chair to attend on behalf of PC to ask for contribution to the school	JP	13/12

7. FINANCES

DISCUSSION			
Item	Total	Breakdown	Comment
Opening Balance 1 st October	£3,832.94	-	
October Income	£73.00	£73.00	50:50 club
October Outgoings	(£60.00)	(£60.00)	50:50 winners (Aug#36, Aug#60, Sep#01, Sep#20, Sep#23)
Closing balance 31 st October	£3,845.94	-	
Total Movement October	£13.00	-	
Pending income	-	-	
Pending outgoings	-	(£75.00)	50:50 winner Apr #109 50:50 winner Jun #74 50:50 winner Jun #44 50:50 winner Oct #17 50:50 winner Oct #22 50:50 winner Oct #77
		(~£1,500 tbc)	Agreed at Oct meeting to reimburse school for equipment costs.
		(£15.00)	Childcare costs for 5 th Dec meeting

50/50 Draw

November draw (held at meeting 05th Dec, cheques to be issued)

- 25 – Joan Bell
- 75 – Donald Davidson
- 76 – Kevin McCarthy

December and January numbers will be drawn at January's meeting

ACTION ITEMS	WHO	WHEN
Last month we agreed to pay for GG spending. BW needs the invoice	GG/BW	Asap
Monies are required for Moira Ross – JP paid and claim from PC funds	JP/BW	Asap

8. AOB

DISCUSSION
Narrowed down the options and voted for new PC logo. Winner was Evie Smith P6. Runner up is Honor Whitson P4.
Colin Carroll thought the "how to " maths guide for kids was great!

ACTION ITEMS	WHO	WHEN
Announcement made and stickers sent to all those who sent in an entry	GG	
2 finalist entries to be Pdf'd and posted on FB page	GG	

DATE OF NEXT MEETINGS	Tuesday 24 th January 2017 Wednesday 8 th March 2017 Thursday 27 th April 2017
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