



## East Linton Primary Parent Council Meeting of 19 June 2018.

Present: Tasim Martin-Berg (Chair), David Russell, Trace Ward, Brian Whitson, Nancy Bell, Gill Coghlan, Lyn Jardine, Julie Ross, Jenny Paterson.

Attending: Gill Gardner (Head Teacher), Allison Cosgrove (Clerk).

Apologies had been received from Bea Taylor, Ros Lowrie and Fiona O'Sullivan.

The Chair welcomed all to the meeting, especially new parent Lyn Jardine. Noted that the meeting was quorate.

### 1. Minutes of the previous meeting

*Amendments:* Gill Coghlan had given apologies, which should have been noted.

The date of the AGM had been given as 9 September instead of 6 September.

With these amendments, the minutes were agreed.

*Action items from the previous meeting:*

- *Nursery items* still outstanding and would be carried forward to the new session.
- *Parking* – The Clerk will advise when more information is received. To be taken off agenda.
- *Playground Update*, - all members had been emailed and agreement reached in relation to the proposed funds for materials etc. Noted that paint may be available from ELC. Bea to email information for the sub group meeting over the summer **Action – Bea & Trace**
- *Willow Dome upkeep* – to be continued until the November meeting.
- *Photo Booth* – After discussion it was agreed that there were sufficient activities for the school, and in particular the P6 and P7 group, before the end of term, but this could potentially be used at the Autumn Fair. The group taking this on would have information in the handover pack from the Chair.
- *Update of Logo* – to be carried forward to the new Committee.

It was agreed that everyone would be invited to attend the AGM on 6th September, including new volunteers for the office bearer roles as well as class reps and any parents/carers wishing to be ordinary members of the parent council for the school year 2018-2019. Tasim will advertise this by email.

**Action - Chair**

### 2. Head Teacher's Report

Gill reported on the following matters:

- *New P1 Classes* – There would be two small classes of 15 and 16 pupils, with teachers Heather McDonald and Jenny Grierson. The Nursery leavers had been in to visit P1 and the transition from Nursery was ongoing.
- P7 have been at Dunbar Grammar and have had a day at Edinburgh College.
- *The Nursery staff team* had been completed today and the last staff interview would be on Friday. Gill would inform parents/carers of P2-P6 children about the date for meeting their new teacher as soon as possible, and this would be during the final week of school.
- *Assessments* had been completed that day. P4 and P7 had managed well and P1 required some assistance.
- *Budget* – there would be a small carry forward to the new session.
- *Inter-School Sports* – This was the first time the School had been classed as a “larger” school, and had come second overall in its group.

- *Events* – the Sports Day had gone well as had the World at Work day.
- Iain Gray, MSP, had come in to visit the School and had had some challenging and pertinent questions posed by the children. Heather from the Library had visited to promote Summer Reading.
- P3 had attended a young persons' opera session at Brunton Hall which was interactive and very enjoyable.
- P6 had had a successful Enterprise session and P1 had visited Butterfly World.
- P7 were producing Mary Poppins on Wednesday afternoon in the School and on Wednesday evening to parents, the following week.

### 3. Treasurer's Report

The balance in the bank was £2740 with money to be deducted for the Playground costs and for P7 Year books.

### 4. Chair's Update

Tasim advised of resignations from the Parent Council – Gill, Jenny, David Russell, Fiona O'Sullivan and Brian - and expressed thanks for their work.

The upkeep of the Willow Dome over the summer would be £60; members agreed to this expenditure. Trace will advise Bea that Cubs and Scouts would not be available for assistance in the holidays and that access should be available during this period.

Memory sticks and information about the Autumn Fair (for the lead organiser) and the Parent Council (for the incoming Chair) were available in the handover pack.

It was agreed that Minutes would be available on the School website; on the Facebook page; and sent out to all parents/carers by email. It was agreed to ask new class reps to construct a class contact list in the new school year and send these out rather than add to Audrey's workload.

Noted that the Clerk had no access to the Facebook page and this would require to be done by a parent volunteer.

On GDPR, the new Committee would require to deal with this in the new session.

The Chair mentioned the After School Club, and sought confirmation from Gill Gardner that the provision of space for the After School Club would be continued after the 2018-2019 year. Gill confirmed that it was the approach of the school and ELC to continue to provide space at ELPS for the After School Club, and that they would want to continue to do so. As plans for the school extension are yet to be formally proposed, she is not in a position to guarantee where this space will be in 2019-2020 and onwards, but confirmed that for the next year 2018-2019, the After School Club will be based in the school hall.

*Position Statement* – the Chair introduced this by referring to the comments that had been received from parents/carers and PC members, and thanking everyone for these. It was agreed that a Purpose section needed to be incorporated into the document. Various amendments were put forward by members, noted by Trace. Trace and Tasim were thanked for all the work they had put into this. It was agreed that the consultation period for seeking views was complete, and that Tasim and Trace would incorporate the final comments from PC members and produce a final version of the position statement. It was agreed the final document would be sent to PC members and attendees, the parent forum, Dunpender Community Council and to local councillors, Norman Hampshire, Paul McLennan and Sue Kempson, as well as Fiona Robertson Head of Education, and Sport Scotland.

**Action – Chair**

The importance of following up on the sending out of the position statement was discussed, including attending the surgeries of local councillors. It was agreed that this work would be passed on to the new PC in the new school year.

**Action - Chair**

## **5. Playground Update**

It was agreed to postpone this to the next meeting.

**Action - Trace**

## **6. AOCB**

*Proposed changes to the Constitution* – this related to business being done by email when the wider parent body was involved; and reducing the quorum from 6 to 4. The Chair will propose this at the AGM.

**Action - Chair**

**7. Date of Next Meeting** - the AGM on 6 September 2018 at the school (time and specific location tbc).