

DRAFT
Stoneyhill School Council

Minutes of meeting held on Wednesday 29 January 2014

Present:
A Stott
Lynne Foley
Sharlene Miller
Denise Ford
Sarah Devine
Linda Thomson
Katie Hislop
Julie Durie
Lisa Livingstone

Apologies
Nancy McLaren
Jillian Elgin
Audrey Cowan
Pam Stott
Nicola Falconer
Sharon McDougall
Sean McBride-Stewart

Fiona Macartney - Acting Head Teacher
Carol Colville - Teacher Representative
Jill Robertson - Teacher Representative
Sandra Swinton - School Council Clerk

Present
Val McIntyre - Principal Officer ELC
Councillor John Williamson
MSP Colin Beattie

Item		Action
1.	The minutes from the previous meeting on Wednesday 30 October 2013 were approved and signed off.	
2.	A Stott gave a brief discussion on the Annual Report which had been sent out to all School Council members. Copies were available on the evening to read and a copy will be put on the School Council website and School notice board.	
3.	<p><u>Treasurers Report</u></p> <p>L Livingstone advised that the PFG bank balance as of 31/12/13 was just over £6,000 with £900 to come off for the Foodbank and £300 for the goal posts. L Livingstone had received a thank you letter from the Foodbank. It was suggested that this would be a good advertising/photo opportunity for the school. V McIntyre will send details of the person who deals with this at East Lothian Council.</p>	V McIntyre
4.	<p><u>Head Teachers Report</u></p> <p>Stoneyhill was inspected by HMiE in March of last year which praised the outstanding work of the school. The staff work exceptionally well together and the learning opportunities for the pupils encourage them to transfer their skills and be actively engaged in their learning.</p> <p>Communication: Parents are updated via the school blog, via their own child as well as regular newsletters. The school newsletters have been adjusted slightly to make them succinct to try and engage more parents. Class newsletters haven been introduced as part of the school improvement plan to improve parental involvement, these will share specific information about their child's learning.</p>	

The school continues to build parental partnership through specific activities such as:

- Special assembly
- Come learn with us
- Stay and Play
- Christmas show
- Christmas assembly
- Christmas fayre
- BOSS clubs
- Christmas parties

The school has been extending and enhancing the joint working approach within the community. The Feel Good Choir were invited to perform at Stoneyhill Playgroup and QMU. The Choir and Wake Up Shake Up Dance Club are currently working together on a joint performance for invited guests from a local Old Folks Home. Both the choir and dance club are voluntary clubs that run at a lunch time and before school. Both groups have recently seen an increase in members with pupils ranging from Nursery to P.7.

The pupils continue to show initiative, creativity and responsibility by approaching staff to create groups such as the choir, the Wake Up Shake up Dance Club on Tuesday mornings, the lunch time drama club and recently The Stoneyhill Fizz Can, this "I can" initiative is encouraging the whole school to appreciate success and enhance self-esteem. There are opportunities for pupils to contribute to the ethos, teaching and learning and the wider community through pupil council reps, Junior Road Safety Officers (JRSO) and P7 responsibilities. The P7 class are currently developing a Road Safety Musical aimed at the Early Years. They have created a theatre company ('No Name Productions') and are planning to take their production ('Our Street') to schools within East Lothian. Individual classes and groups have been sharing learning across stages. Examples such as P6, P5, P2/3 and both Nursery classes sharing knowledge and experiences within Scottish Dancing, Robbie Burns poetry and Chinese New Year.

PFG have continued to support the school in an incredible way with an incredibly committed and enthusiastic group of parents who are committed to continue our positive partnership. The choir and dance reps are looking forward to designing t-shirts which the PFG have very kindly offered to purchase.

Staffing:

This year has certainly been a year of change and babies! The staff have been supportive, welcoming and as always hard working.

Since Mrs McGillivray & Mrs Rae have taken up post in different schools in the authority, we have also had a number of vacancies due to maternity leave. P6 Mrs Naysmith and Mrs Thomas will be returning from maternity leave and assuming responsibility for P6. They currently have a supply until the February break.

Supply and retention of staff can be difficult at times but ELC are looking closely at this. It is impossible to predict people's changing circumstances but Stoneyhill's main aim is to provide continuity, stability and ensure quality teaching and learning, and minimise disruption to pupils and parents.

Primary Management Review : The brief of this review was to achieve budgetary savings of 150 K, through a reduction in primary management posts. A steering group was established in 2013 to identify and consider options for achieving the financial savings. A number of options were considered and it was agreed that the only workable proposal that could realise the savings within the time frame was the deletion of the Principal Teacher post. Head Teachers delivered a briefing to PTs on Mon 6th January at the end of the school day and to all staff at a Staff Meeting on Tuesday 7th January. This was the start of a formal consultation process with primary teaching staff. Feedback is invited by 1st February. The Head of Education will then consider the feedback and finalise the proposal by 7th February, in the form of a staffing report which will be submitted to HR and Finance for approval.

Curricular

- ✚ **Cluster moderation:** The Musselburgh model is being looked at from other clusters and is acknowledge as good practice. We continue to use this model within the school to share practise. HWB moderation is continuing to develop the school's toolkit to help standardise HWB
- ✚ **Come learn with us:** There have been 2 sessions where parents have visited classrooms to share and learn alongside their child.
- ✚ **P7 responsibility:** skills for learning and skills for life. P7 pupils are outstanding and enthusiastic in planning and leading numerous activities within school. They play an integral part to daily activities and the creation of BOSS club has had an exciting impact across the school.

A Stott said that budget savings had been managed very well in the past but was concerned what the future holds for Stoneyhill. V McIntyre advised that the Primary Management Review changes would not have an impact on the class teachers but would fall back on the Head Teachers.

It was confirmed that both Fiona Macartney, Acting Head Teacher and Alison Taylor, Acting Depute Head will continue in their posts until the end of June. The position for the permanent Head Teacher will be advertised in Spring.

5.

Election/Selection of Office Bearers

A Stott confirmed that a flyer had been sent out to all parents inviting them to the AGM meeting. It advised them that the current Office Bearers had come to the end of their term of office and therefore the positions of Chair, Vice Chair and Treasurer were to be filled.

The Parent Forum were also informed, and had the opportunity to comment, on the following changes to the Parent Council Constitution.

Proposed changes to the constitution

The following are proposed:

2 (2.1) It is proposed that reference to there being a maximum membership number of the PC of 18, be removed so that the revised section would read " A

minimum of six parents of children attending the school"
3 (3.2) The maximum term of three years is proposed to be altered to read as follows" Normally office bearers would remain in post for three years but may seek re-election thereafter.

6 (6.3) It is proposed that the AGM, from school year 2014/2015, be held in September, and annually thereafter.

There was a majority vote to the above amendments to the The School Council Constitution.

A Stott announced that he had decided to step down as Chair of the School Council. V McIntyre thanked A Stott on behalf the School Council and local authority for all his help over the last 7 years.

After a short discussion, it was agreed that the following positions would be taken up and reviewed at the next School Council AGM in September 2014.

Chair Sharlene Miller
Vice Chair Linda Thomson
Treasurer Lisa Livingstone

V McIntyre gave a talk about the roles of both Chair and Vice Chair and what they would entail. She advised that there will be details sent out shortly for an Informal Chairs meeting which she thinks would be useful for the new Chair/Vice Chair.

Matters Arising

It was advised that the football goal posts have been ordered and are waiting to be installed.

Councillor Williamson reported that the police will be prioritising Stoneyhill area over the next 6 weeks with regards to speeding near the school and also parking on the double yellow lines outside the Co-op.

S Devine mentioned that the Speed Sign from the train station to the school was not flashing. J Williamson will look into that.

MSP Colin Beattie said that a new legislation was coming out making it illegal to park on pavements.

A Stott recommended school council members to attend the Recruitment and Selection Training on Tuesday 4 March which would enable them to participate in the Recruitment and Selection process for promoted posts within the school. A Stott, S Miller and J Robertson have already been trained on this.

**Date of Next School Council Meeting: Joint School Council/PFG meeting
Wednesday 12 March**

J Williamson