

Stoneyhill Primary School School Council

Minutes of Joint School Council / PFG Meeting

Wednesday 10 June 2015

**Present:** Sharlene Miller (Chair); Linda Thomson (Vice-Chair and Chair of PFG); Jill Robertson (Treasurer); Fiona Macartney (Head Teacher); Pam Stott; Adrian Stott; Denise Ford; Katie Hislop (acting Clerk); Cllr John Williamson

**Apologies:** Nicola Falconer; Cllr Fraser McAllister; Julie Jessup; Gayle Durham; Sarah Devine and Lynn Foley

Item		Action
1 + 2	S. Miller welcomed the group to the meeting and circulated a list of apologies.	
3	The Minutes of the last School Council meeting, on 29 April 2015, were approved.	
4	<p><b><u>Correspondence</u></b></p> <p>S.Miller brought two pieces of correspondence to the attention of the group:</p> <p><u>East Lothian Council consultation on School Holidays for 2016/17 and 2017/18:</u> It was commented that what is being proposed appears to be in line with neighbouring authorities and does not appear to raise any issues.</p> <p><u>Parental Involvement Survey:</u> S.Miller encouraged individuals to respond to this - the deadline is 15 June 2015. If individuals would like to complete the survey in respect of multiple schools, be aware that the same survey cannot be completed twice - to complete the survey it must come from the relevant school. S.Miller conveyed her own opinion, that this Survey will contain useful feedback for future Parent Councils and may encourage involvement from parents who may not already be involved.</p> <p><u>GIRFEC Live Event:</u> S.Miller highlighted this event, details of</p>	

5	<p>which are on posters in school.</p> <p><b><u>Head Teacher Report</u></b></p> <p>F.Macartney had circulated a report in advance of the meeting and invited particular questions or comments. She went on to highlight the following points:</p> <p><b>Staffing</b></p> <p>The School is currently carrying three vacancies - one full time and 2 part time teaching posts. These have been advertised and have generated a very positive response. Candidates are being invited to teach a class, as a visiting teacher, with evaluation on their performance from pupils and teachers forming the basis for interviews. It is intended that there will be an option for unsuccessful candidates to serve as a supply teacher.</p> <p><b>Recent School Successes</b></p> <p>F.Macartney covered some recent successes achieved by the pupils of the school, for example, Sports Day, success at a recent Meadowbank sporting event and the biggest increase in walking to school during Walking to School week in the authority.</p> <p><b>S1 Transition</b></p> <p>F.Macartney updated the group on the S1 Transition programme which is going well, the next events being a literacy lesson and the pupil's two-day visit. This visit will include children from other primary schools. It is the Grammar School HT's intention that, for next year's transition, there will be a number of appointed "link" teachers to further support the programme.</p> <p><b>Parental Workshops</b></p> <p>The School had arranged three parental workshops recently, on the back of parental requests for this type of event and a very positive survey at parent's evening, with around 50 parents indicating a wish to attend. Unfortunately, only 12 parents attended one of the workshops and the others had to be cancelled because the uptake did not justify the cost of</p>	
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6	<p>providing the workshop. F.Macartney asked the group for any reflections on why attendance was low and suggestions for improving this. The following comments were made:</p> <ul style="list-style-type: none"> <li>• Perhaps, as the Maths workshop had taken place earlier in the school year, many parents felt they need not attend again. Better to provide such a workshop once a year, then there would be at least one new set of parents who had not attended previously (P1).</li> <li>• Example from another school who had put on a film night for pupils, on the understanding that pupils may only attend if their parent(s) attended the meeting / workshop that was going on at the same time. It was felt that this would get around any issues with childcare.</li> <li>• It was suggested that children could attend the workshop and participate - therefore, in the example of a Maths workshop, parents would see learning and teaching first hand. It was felt that this would be successful as the children are often very keen to show parents what they have learned in child-led parent consultations.</li> <li>• It was suggested that workshops could be better advertised, perhaps using the school website.</li> </ul> <p><b>Questions</b></p> <p>F.Macartney invited questions on any aspect of her report. There was one question in relation to the projected school roll for 2015/16 and the class configuration. The roll is expected to be around 250 and the configuration, though not confirmed, is likely to be 9 classes with 2 composites.</p> <p><b><u>PFG</u></b></p> <p>L.Thomson outlined the most recent fundraising initiatives organised by the PFG:</p> <p>The Summer Fayre went very well with very positive feedback. This was our first "Carnival" theme which went well, with a few lessons learned. The Carnival Stalls will be available to hire and two requests have already been received. This will</p>	
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7	<p>generate further profit for the school.</p> <p>PFG supported Sports Day by providing refreshments.</p> <p>Office Bearers: L.Thomson and K.Hislop will step down at the end of this school year as Chair and Secretary, and as organisers of the Fayre, making these roles vacant as of the School Council AGM on 2 September. It is open to everyone with a connection to the school to consider whether they could take up one of these roles. L.Thomson and K.Hislop will still be around in the coming school year to support whoever takes over, as much or little as they would like.</p> <p>P7 Leavers events - F.Macartney ran through a list of events which are taking place for the P7 leavers. The PFG will support a trip to Lucas, providing £5 per head, and will provide the yearbook. G.Melrose will invoice the PFG appropriately. L.Thomson offered PFG help at any of the events, if it was needed - F.Macartney to confirm.</p> <p>F.Macartney confirmed that, following consultation with pupils, she would like to hold a Halloween Disco in the school. The PFG will be happy to support this.</p> <p>Although it will be for the Chair to decide on a programme of fundraising events for 2015/16, it is suggested that the next event is a Cheese and Wine evening around November 2015.</p> <p>Meeting Dates for PFG meetings and School Council meetings in 2015/16 will be agreed at the School Council AGM on 2 September 2015</p> <p><b><u>Treasurer Update</u></b></p> <p>J.Robertson confirmed that the Summer Fayre raised £2,600, with PFG funds currently sitting at £3,100 - in advance of deductions for P7 event support and the cost of Sports Day refreshments.</p> <p>F.Macartney to consider any items the school might need after the summer break. It was suggested that a sports equipment top-up might be useful.</p> <p>S.Miller confirmed that the Parent Council budget allocation for academic year 2015/16 is £212.00. This will be used to</p>	
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8	<p>cover administration charges over the year. S.Miller has this in writing and will forward the letter to J.Robertson.</p> <p><b><u>Musselburgh Area Partnership</u></b></p> <p>J.Williamson informed the group that:</p> <ul style="list-style-type: none"> <li>• Stewart Baxter had been appointed as Town Manager in charge of the Musselburgh Area Partnership, as of 1 April 2015.</li> <li>• The post of Area Partnership Chair has recently been advertised and received 1 applicant.</li> <li>• All interested parties are welcome to attend Area Partnership sub-groups and the next one will be on 15 June, 14:00 - 16:00, focussing on the "Safe and Vibrant Community".</li> </ul> <p>S.Miller briefly discussed the Main Issues Report, which the School Council had submitted a response to. There is as yet no feedback on this - this is thought to be because housing options are not yet finalised and the Council is still in talks regarding the configuration of schools in the area. S.Miller would hope to be able to provide more detail at the next meeting on 2 September 2015.</p> <p>On 2 September, the group should discuss how Area Partnership business will be communicated to the School Council once S.Miller steps down as Chair.</p>	
9	<p><b><u>AOB</u></b></p> <p>J.Williamson informed the group of a discussion which had taken place during the Council's Cabinet meeting on Tuesday 9 June: The Council has imposed a "No Traffic Order" around the grounds of a primary school in Haddington, and it is possible that this restriction may be applied around all primary schools in the authority, subject to criteria. A short discussion with personal opinions on this possibility followed.</p> <p>A.Stott asked F.Macartney about a contingency plan for possible EIS strike action. To date there has been no information from the Council on this and the EIS has not balloted so any strike action is not imminent. There was a short discussion about the workload issue for teachers, with some personal opinions expressed and examples cited of how other local authorities are managing the balance of learning</p>	

10	<p>and teaching with paperwork.</p> <p><b>NEXT MEETING: SCHOOL COUNCIL AGM, 2 SEPTEMBER 2015</b></p> <p>At this meeting, the current office bearers will stand down and their successors confirmed, for the following roles:</p> <p>School Council Chair School Council Vice Chair School Council Clerk PFG Chair PFG Secretary</p> <p>K.Hislop has agreed to act as Clerk for the AGM. S.Miller is discussing possibilities for managing the Clerk vacancy going forward.</p>	
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