

**STONEHILL PRIMARY SCHOOL PARENT COUNCIL**

**MINUTES OF MEETING, WEDNESDAY 6 JUNE 2018**

Attendees: Lesley Coyle (Chair); Lois Taylor (Treasurer); Fiona Macartney (Head Teacher); Katie Hislop (Clerk); Cllr Stuart Currie; Lynsey Melville; Susanne Gibson; Lynsey Robinson (Staff Representative); Carol Colville (Deputy Head Teacher); Gayle Durham

Apologies: Cllr John Williamson; Cllr Katie Mackie; Jill Robertson; Dixie Sudron

Item		Action for
1	L.Coyle opened the meeting and circulated a list of apologies, noted above.	
2	The minutes of the last meeting, 9 May 2018, were approved	
3	<p><b>Treasurer's Report</b></p> <p>This was the first meeting following the summer Fayre, the biggest fundraiser of the year. L.Taylor highlighted the financial successes from the event and listed a few remaining outgoings.</p> <p>A full treasurer's report will be provided at the AGM in September but, to give members an indication of finances over the school year, L.Taylor reported that the Parent Council have spent around £5,000 on supporting the school and pupils.</p> <p>In terms of generating income, the lack of an easter event has resulted in a dip in finances.</p> <p>It was agreed that in academic year 2018/19, the Parent Council will again provide £5 per head to subsidise educational trips for every pupil, and will again subsidise the annual P5 trip to Broomlee.</p>	
4	<p><b>Parent Council business / matters arising</b></p> <p>Consultations: L.Coyle informed the group of a number of consultations, which have an end June deadline:</p> <ul style="list-style-type: none"> <li>• Scottish Government consultation on Early Learning and Childcare Service Model</li> <li>• East Lothian Council consultation on Draft policy for Managing Distressed and Challenging Behaviour</li> <li>• East Lothian Council consultation Draft Policy for Identifying, Assessing and Providing for Additional Support Needs of Children and Young People</li> </ul>	

5	<p>Links to these consultations have been shared and individuals encouraged to respond. The Parent Council committee will highlight key points and respond.</p> <p><b>Fundraising and Events</b></p> <p><b>Fayre Feedback</b> - L.Melville listed some feedback gathered anecdotally after the event and other observations were offered. Overall the event was a success, it was enjoyable and well attended. Some points for consideration next year were noted and these will be passed on to the organising committee of the 2019 event.</p> <p><b>Bootcamp event</b> – undated but hope to hold in September. L.Coyle speaking to a P4 parent who has offered to run this. Details to be worked out in August.</p> <p><b>Action: K.Hislop to initiate discussion about details and advertising soon into the new school term.</b></p> <p><b>Summer Disco, 14 June</b> – flyers went to pupils this week and the event has been shared on the parent council facebook page.</p> <p><b>Action: K.Hislop to arrange volunteers to help (approx. 3 for each disco)</b></p> <p><b>Action: Each child to leave with a small sweetie. L.Coyle to check stocks left over from the Fayre and purchase more if needed.</b></p> <p><b>Other suggestions</b> for fundraising were offered, and these can be discussed by the new parent council committee in September 2018.</p> <p><b>Action: K.Hislop to gather suggestions for consideration</b></p>	<p>KH</p> <p>KH</p> <p>LC</p> <p>LM</p>
6	<p><b>Supporting the School / Teacher Requests</b></p> <p><b>Electronic Whiteboard</b> – following from discussion at a previous meeting, L.Coyle will investigate and order one whiteboard to be trialled.</p> <p><b>P1 Gift Bag</b> - L.Coyle and D.Sudron and sourcing items for these bags, which cost just under £5 per head. They will assemble and hand out on the first day of term, possibly with some volunteers. The bag should act as a marketing tool for the Parent Council and has worked well in other schools.</p> <p><b>P1 Garden</b> – following from the 9 May meeting, E.Williamson met with F.Macartney and agreed that she would come back with a plan</p>	<p>LC</p>

	<p>and gather a small committee. In the meantime, N.Gray is going to renovate the picnic tables in the area.</p> <p><b>Action: A member of staff to take “before” photos, to demonstrate the change</b></p> <p><b>Annual General Meeting, 5 September 2018</b></p>	FM
7	<p>L.Coyle informed the group that the committee roles of Chair and Vice-Chair will be vacant as at the AGM on 5 September. These must be filled at the AGM for the Parent Council to continue.</p> <p><b>Action: F.Macartney to include this in the next Newsletter</b>  <b>Action: K.Hislop to advertise via parent council facebook page now and again closer to the AGM date.</b></p> <p><b>AOB</b></p>	FM KH
8	<p><b>Lost Property</b> – There is a large amount of lost property at the front door of the school which has been unclaimed for some time.</p> <p><b>Action: G.Durham to take what she can for the uniform stock. Some can also go to the uniform section in the zero waste shop.</b>  <b>Action: Advertise the uniform surplus in last week of term.</b>  <b>Action: In the new school session, consider providing a uniform rail on a Friday, or a swap shop. K.Hislop to note for future meeting agenda and speak with J.Robertson to borrow a rail/</b>  <b>Action: F.Macartney to include this in the next newsletter, G.Durham happy for her email address to be given.</b></p> <p><b>School App</b> – C.Colville provided an update. She is in discussion with East Lothian Council IT colleagues in relation to a contract level agreement. All are keen to proceed.</p> <p><b>Parental Engagement</b></p> <p>Suggestions for increasing parental engagement were offered, and these can be discussed in the new school term.</p> <p><b>Action: K.Hislop to gather these for future discussion.</b></p> <p><b>JRSO Banner Competition</b> – C.Colville suggested that the Stoneyhill design could be made into a banner. It was agreed that the Parent Council could finance this.</p> <p><b>Road Safety around school area</b> – on the wider road safety and traffic management issue, concerns remain. S.Currie offered to speak with</p>	GD KH KH FM KH

9	<p>the roads department at the Council to seek any additional help.</p> <p><b>Action: K.Hislop to note for follow up at future meeting.</b></p> <p><b>Music Tuition Fees issue</b> – S.Currie informed the group of the issue which would see pupils paying £280 per year for music tuition, subject to some exemptions. A decision will be taken by East Lothian Council on 11 June and there is an ongoing review.</p> <p><b>Next Meeting</b></p> <p>The next meeting will be on 5 September 2018, 19:00 in the meeting room in school. This will be the Parent Council AGM. All welcome.</p> <p>Katie Hislop June 2018</p>	KH
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5/9/18