

STONEYHILL PRIMARY SCHOOL PARENT COUNCIL

ANNUAL GENERAL MEETING: WEDNESDAY 5 SEPTEMBER 2018

MINUTES

Attendees: Lesley Coyle (Chair); Julie Durie; Fiona Scott; Gayle Durham; Cllr Katie Mackie; Cllr John Williamson; Lynsey Melville; Fiona Macartney (Head Teacher); Susan Gibson; Mia Glissov (Staff Representative); Carol Colville (Deputy Head Teacher); Lois Taylor (Treasurer); Katie Hislop (Clerk)

Apologies: Dixie Sudron

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| Item | Discussion | Action for |
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| 1, 2 | L.Coyle opened the meeting by welcoming the group back after the summer break and circulating a list of apologies. | |
| 3 | The minutes of the last parent council meeting, 6 June 2018, were approved. | |
| | <u>AGM</u> | |
| 4 | <p>Chair's report for Academic Year 2017/18</p> <p>L.Coyle spoke to the report which had been circulated in advance (copies of which are available on request), picking up on highlights from school year 2017/18 where the Parent Council has supported the school parents and pupils; and represented parents in engagement with the school, East Lothian Council and the Scottish Government. L.Coyle invited questions, none offered.</p> | |
| 5 | <p>Head Teacher's report for Academic Year 2017/18</p> <p>F.Macartney spoke to the report which had been circulated in advance (copies of which are available on request). As an annex to the report, the school's attainment figures and Standards & Quality report had been circulated. F.Macartney distributed a hard copy Standards and Quality report and invited feedback, in advance of this going out to all pupils.</p> <p>F.Macartney expressed thanks to the Parent Council for supporting the school, and specifically to L.Coyle for her support over her last three years as Chair. She invited questions or feedback on any of the material distributed, none received.</p> | |
| 6 | <p>Treasurer's report for Academic Year 2017/18</p> <p>L.Taylor spoke to the report which had been circulated in advance (copies of</p> | |

which are available on request), listing income and expenditure. L.Taylor invited questions and offered that spreadsheets detailing the Parent Council accounts are available on request. A question was put forward about the Play Pod – F.Macartney explained the purpose of the Pod, how it works, the benefit to pupils and said that greater detail may be offered to parents via an information leaflet in the future. [as an aside, it was agreed that an appeal for new Play Pod stock would go out in the near future].

7 Parent Council Office Bearers for Academic Year 2018/19

L.Coyle explained the vacancies of Chair and Vice Chair, and invited nominations.

It was agreed that office bearers for the coming academic year will be:

- Lynsey Melville (Chair)
- Susanne Gibson (Vice Chair)
- Lois Taylor (Treasurer)
- Katie Hislop (Clerk)

8 Fundraising Events – Forward Programme

A list of fundraising ideas were discussed. This was compiled from suggestions put forward by parents, from regular events in the Stoneyhill fundraising calendar, and from suggestions given via links with Pencaitland PS Parent Council. It was agreed that the following events would be pursued over the course of the 2018/19 school year:

| Event | Comment / Timing |
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| Bootcamp Fundraiser | In September / October – L.Coyle arranging |
| Beetle Drive / similar | Hold this in school towards Christmas |
| 2019 Calendar | Mixed views on this, although it is profitable. K.Hislop to canvass parents on the desire for a 2019 calendar; G.Durham to confirm the deadline for ordering and to consider the option of sponsorship. |
| Christmas Hampers | Revisit at November meeting. K.Hislop to note for agenda. |
| Christmas item made by pupils | Baubles sold well last year, may revisit these in a few years. For this year, consider cards or fabric shopping bags. K.Hislop to note for next meeting agenda. |
| Halloween disco | This is not particularly profitable but is run as an enjoyable event for pupils. K.Hislop to canvass parents on the desire for this event. |

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| | Santa Run around park to coincide with Fitness Friday in December | Agreed in principle, but revisit after considering the success of the Bootcamp. K.Hislop to note for future agenda. | KH |
| | Tough Mudder – charge for adults to take part | This takes part in March / April and has become a regular event since 2016. Revisit at the beginning of 2019, K.Hislop to note for future agenda. | KH |
| | Link to Musselburgh Market fundraising | K.Hislop to contact market organisers to ask if they would fundraise on a future market day. | KH |
| | Collection buckets at events | It was agreed that this would be useful – people may throw loose change into it or, where items are free e.g. teas / coffees before Christmas performances, some people like to offer something towards it. To be agreed how we will facilitate this, K.Hislop to note for future agenda. | KH |
| | Christmas Shopping event | It was agreed that it was not an option to hold this in school because of the Council market traders license fee. Discussed alternatives to make such an event work. To consider using the Town Hall. | |
| | School Lottery funding | J.Durie to investigate how this might work and report back. | JD |
| | School Summer Fayre | Date to be set (May 2019) and project team put together | |
| | An event in partnership with the Newhailes Estate e.g. Community Garden | L.Coyle to speak with D.Sudron. | LC |
| | <p>As a general principle, it was agreed that the Parent Council will fundraise for one event at a time, so that this can be advertised and parents / attendees at events are clear on what their donations are going towards.</p> <p>The possibility of a P1 parents fundraising discussion was discussed. To consider at a later date – K.Hislop to note for future agenda.</p> <p>AOB</p> | | |
| 9 | <p>L.Coyle opened the meeting to any additional items that attendees might like to raise. The following points were discussed:</p> <p>Craighall Development: L.Coyle asked the local councillors for any information on this development and how this may impact on the hosting</p> | | KH |

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| 10 | <p>arrangement Stoneyhill has for any children moving into the development. It was confirmed that no new information has been given.</p> <p>Second Gate between school and Clayknowes Ave: J.Durie asked whether there was any scope for this gate being open when the school area is closed, as it would enable local children to access the park without walking along the main road. F.Macartney / C.Colville to discuss with N.Grey.</p> <p>School App: G.Durham provided positive feedback for the Google Classroom app that P6 have been using and asked for an update on the school app which has been discussed an previous meetings. C.Colville is due to meet shortly with East Lothian Council and will provide an update at the next meeting. K.Hislop to note for next meeting agenda.</p> <p>Parking and Road Safety around school boundary: J.Williamson will provide an update at the next meeting. K.Hislop to note for next meeting agenda.</p> <p>Peer Mediation: S.Gibson suggested an opportunity for the school to be involved with this via the Scottish Mediation Network. To discuss with F.Macartney</p> <p>Staff Representatives for coming school year: F.Macartney confirmed that staff representatives for this year will be Ms Glissov and Mrs McMath.</p> <p>Close and Next Meeting</p> <p>L.Melville closed the meeting and confirmed that the next meeting will be held on Wednesday 3 October, 19:00 in the meeting room in school. All welcome.</p> <p>Katie Hislop September 2018</p> | <p>FM, CC</p> <p>CC, KH</p> <p>JW, KH</p> <p>SG, FM</p> |
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L Melillo
03/10/2018.

