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| **Meeting Type** | : | Main meeting #1 | |  |
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| **Meeting Date** | : | Monday 21 August 2017 | |  |
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| **Meeting Venue** | : | Merrylee Primary School | |  |
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| **Parents Present** | : | Fiona Hunter (Chair) |  | FH |
|  |  | Mel Unkles |  |  |
|  |  | Shumaila Javed |  |  |
|  |  | Phil Goodlad |  |  |
|  |  | Rawa Alayyan |  |  |
|  |  | Suchitra Wishart |  |  |
|  |  | Elspeth Martyn |  |  |
|  |  | Sharyl Boyce |  |  |
|  |  | VV Scherpenseel |  |  |
|  |  | Heather McDougall |  |  |
|  |  | Hina Aslam |  |  |
|  |  | Susie Muir |  |  |
|  |  | Rubina Khan |  |  |
|  |  | Jackie Clark |  | JC |
|  |  |  |  |  |
| **Staff Present** | : | Liz Mahindru |  |  |
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| **In Attendance** | : | // |  |  |
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|  |  | **Action** |
| **1.00** | **APOLOGIES** |  |
| 1.01 | Lindsay McNeil |  |
| 1.02 | Justin McNeil has resigned from PC as Secretary.  Selwyn MacAusland has resigned from PC. |  |
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| **2.00** | **APPROVAL OF PREVIOUS MINUTES** |  |
| 2.01 | All confirmed as read and approved. |  |
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| **3.00** | **MATTERS ARISING** |  |
| Re 3.01 | **Promotional banner**  Justin MacNeil and Claire House (previous Treasurer) had been progressing this. The banner has been ready to get printed but a cheque had been written to cover the cost of printing. However there’s an £18 charge for paying by cheque. So payment can be made by Paypal or credit card. Waiting on Justin MacNeil to get back to Jackie and Sharyl to take forward arrangements for payment and printing of the banner. | JC/SB |
| Re 3.03 | **Road safety sub-committee**  A few members have left the Sub Committee, with Jackie and Phil remaining. New parent members are welcome to join. The Sub Committee was set up to look into ways of ensuring children have safe routes to school. It has undertaken a significant amount of work to achieve this and has helped inform the school’s approach to road safety. It has worked with OLA and Limetree Nursery and Jackie will shortly be meeting with Gail Murray, Head of Dairsie Nursery which has recently opened in the former Newlands Bowling Club.  Immediate priorities of the Sub Committee this school year are:   * To get another crossing patrol along Langside Drive * Get more road safety posters printed * To follow up on concerns expressed by a resident on Mochrum Road about the use of the lane from Newlands Tennis Club. | Road Safety Sub Comm |
| Re 3.06 | **Website Photos**  Jackie still waiting on a number of PC members to submit their photos for the school website. Those members were reminded to forward them to Jackie as soon as! | All |
| Re 3.07 | **Equity Fund**  Latest update on the school’s allocation for the Equity Fund was provided in the recently issued newsletter from Liz Mahindru. |  |
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| **4.00** | **AGENDA ITEMS** |  |
| 4.01 | **Parent Council roles for this academic year**  Chair - Fiona Hunter will remain as Chair  Secretary – this role is now vacant following Justin’s resignation. It involves sending out the Minutes, monitoring the PC email and booking lets for meetings. Volunteers for this role were asked to contact Fiona.  Treasurer – Sharyl Boyce has taken over as Treasurer.  Minutes Secretary – Suchitra Wishart will continue in this role.  Teachers Representative – this was confirmed as Miss Kirk. |  |
| 4.02 | **Arrangements for AGM**  This will be held in September in the format of an Information Evening with the AGM. It will include an address from Fiona Hunter as Chair of PC, Jackie Clark as Chair of Parents Association and Sharyl Boyce as Treasurer. It was also suggested that some pupils be invited to take part to talk about the benefits of the parental involvement in the school. The date of the AGM was agreed as Monday 18 September at 7pm. The school will send out notification 1 week prior to the AGM to parents, by flier and text message. The PA would provide teas and coffees and attendees from both committees were asked to bring home baking. | PC |
| 4.03 | **Merrylee Homework Consultation**  Liz updated the PC on the outcomes of the consultation led by Caroline MacDonald (Depute Head) last session. A letter regarding the School’s policy on homework was sent out in schoolbags today. Homework for each year group will be mainly accessed online via the Glow network and children can complete homework tasks on a voluntary basis. Many parents expressed a preference for homework to be given to the children despite the growing evidence indicating that homework had no significant impact on children’s learning. Parents said they would still like to see:   * Examples of work methods * Reading * Times Tables * Project work and shared learning.   The professional dialogue to develop planned learning for the coming year has been shared with the children.  Tracking will also be shared via the learning logs: this will not only include what the child is learning but also the child’s progress.  Also, children’s jotters will be sent home before each parent/teacher consultations to give parents time to look over their child’s classwork.  This new way of working will be reviewed; Caroline will consult with teachers and pupils and there will be further consultation with parents.  It was suggested that Caroline could present the findings/outcomes of the homework consultation to parents at the AGM. |  |
| 4.04 | **PC Focus for this Session**  Fiona asked if members had ideas/issues that could be looked at this year by the PC. One ongoing issue is the Cost of the School Day.  Related to this, Liz reported back to the PC on a parent survey that had been undertaken last session regarding the school’s approach to Residential Trips.  At Merrylee, the P6s and P7s pupils have the opportunity to attend 3 or 4 night residential trips. In the 2015/16 session, the P5s had a one off overnight trip to Millport at a favourable rate which was very successful. This was repeated last session but with the cost of this overnight trip now being £75, this was thought too expensive to continue.  There were 112 responses to the survey, and *of those who responded*:   * 64% wanted to continue P5 trip * 79% wanted a trip in P6 * 93% wanted to continue the P7 trip * 3% commented that there should be no residentials * 5% were unsure.   As a result of the survey, the School has decided that there will no longer be a residential trip for P5s given the cost. The residentials for P6 and P7 will continue at 3 nights and 4 nights respectively. |  |
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| **5.00** | **CORRESPONDENCE** |  |
| 5.01 | No items to report. |  |
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| **6.00** | **TREASURER’S REPORT** |  |
|  | The cost of the Display Banner will be recorded once confirmed. | **SB** |
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| **7.00** | **SCHOOL REPORT** |  |
| 7.01 | Latest update on staffing and space resources provided in recent newsletters. It was agreed that PC would oversee spending of Pupil Equity Fund. |  |
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| **8.00** | **PARENTS ASSOCIATION REPORT** |  |
| 8.01 | £5,300 has been carried forward from 2016/17. The PA accounts are ready for auditing. A lot of planning has taken place over the summer and a schedule of events has been developed and shared with school. All office bearers are happy to stay on the PA in their positions. First meeting of PA will be Wednesday 30 August; meetings are held on the last Wednesday of every month, new members are always welcome. The first event is on Saturday 9 September to welcome all parents to the new school year. |  |
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| **9.00** | **AOB** |  |
| 9.01 | An enquiry was made about the new teaching setup for the P7s. Liz Mahindru commented it was early days yet and the children were still settling into new arrangements but they seem to be enjoying it. There will be opportunities for parents to find out more about P7 teaching setup at the Meet the Teacher event planned on Wednesday 30 August. |  |
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| **10.00** | **NEXT MEETING** |  |
| 10.01 | AGM Monday 18 September @ 7pm  Venue: Merrylee Primary School |  |