

**MERRYLEE PRIMARY SCHOOL  
2016-2017 SESSION  
PARENT COUNCIL  
MEETING MINUTES**

<b>Meeting Type</b>	: Main meeting #4	
<b>Meeting Date</b>	: 24 April 2017	
<b>Meeting Venue</b>	: Merrylee Primary School	
<b>Parents Present</b>	: Fiona Hunter (Vice-chair) Justin McNeil (Secretary) Jackie Clark Suchitra Wishart Rubina Khan Phil Goodlad Sharyl Brown Elspeth Martyn	FH JM JC SW RK PG SB EM
<b>Staff</b>	: Liz Mahindru	LM
<b>In Attendance</b>	:	

		Action
<b>1.00</b>	<b>APOLOGIES</b>	
1.01	Selwyn McCausland Rona Hutchison – is stepping down as member of PC. Anne Fishwick Claire House – standing down from PC at end of term. Mel Unkles	
<b>2.00</b>	<b>APPROVAL OF PREVIOUS MINUTES</b>	
2.01	All confirmed as read and approved.	
<b>3.00</b>	<b>MATTERS ARISING</b>	
3.01 re	<b>Promotional banner</b>	
3.01	JM getting final design format required for printing. Aiming to have banner ready for use 18 May.	JM
3.02 re	<b>School communication</b>	
3.02	Some parents still not getting emails but only seems to be a few. There seems to be an issue with taking people off the email distribution list.	
3.03 re	<b>Road Safety Sub-Committee</b>	
3.03	<ul style="list-style-type: none"> <li>• JC sent Baillie Josephine Docherty draft final report and package of information of what's been done by school to date. No feedback as yet.</li> <li>• JC had also spoken to Pupil Voice group as it would be good to have them involved in further initiatives.</li> <li>• School undertook The Big Pedal fortnight despite the bad weather. Photos were taken and some stats were collected. LM asked for those stats to be shared with her. A poster designed by a pupil to promote event was put up in key positions around school.</li> <li>• There hasn't been much heard from OLA but this may be due to new Head Teacher not being aware of what is being done by two schools. Chair of OLA PC will speak to Head Teacher.</li> <li>• Also the impact of new Dairsie School Nursery opening in August 2017 to consider. The nursery will be approached by Road Safety Sub Committee.</li> <li>• There is a page in Parent Handbook on traffic management around school and there was</li> </ul>	JC & Road Safety Sub Comm

	a presentation given to parents at Information Evening.	
	• JC has sample Parent Pledge pack to be given to new P1 parents. She will request more packs.	
3.04 re	<b>Cost of the School Day</b>	
3.04	JC to email latest information round PC members.	
3.05 re	<b>Homework Consultation</b>	
3.05	Caroline MacDonald now back at work full-time so will be taking this forward this session.	CM
3.06 re	<b>Website Photos</b>	
3.06	Reminder for PC members to send Jackie their photo for PC website.	PC
3.07 re	<b>Equity Fund</b>	
4.01	Merrylee PS bid has been approved. £81,995 will be spent on several initiatives including: <ul style="list-style-type: none"> <li>• Creating new post for existing teacher from August to March and backfilling that post</li> <li>• Appointing a Support for Learning Worker</li> <li>• Training teachers in Tapestry Programme</li> <li>• Engaging trainer in Play Based Learning</li> <li>• Running homework support clubs.</li> </ul> PC to discuss with LM on putting relevant information on this on the PC website for parents. This will take place in the new school session.	LM
3.08 re	<b>School Lunch Choices</b>	
4.02	Mel Unkles to feed back at next PC meeting. Feedback from Eco Committee members was one concern that food was being sourced from outside Scotland. Pupils have been encouraged to contact Cordia direct.	MU
3.09 re	<b>Lost Property</b>	
8.02	This continues to be a concern. JC to search out potential charities that accept and recycle or sell on good quality second hand school clothing.	
3.10 re	<b>All Weather Pitch</b>	
8.03	This regards concerns about rubber crumb underneath pitch surface. Not much more to be done on this. FH to email research findings to Jackie for school website.	FH
3.11 re	<b>Display Stands</b>	
8.05	Prices required to purchase display stands to allow PC to put up posters/information sheets etc at school events.	JC
<b>4.00</b>	<b>AGENDA ITEMS</b>	
4.01	<b>Update on Janitorial Changes</b> Proposal for Cluster Janitorial Service was dropped by Cordia due to no agreement being achieved with the Union so Cordia now looking for other possible sources of cost savings.	
<b>5.00</b>	<b>CORRESPONDENCE</b>	
5.01	Email from OLA about Cinema Night.	
<b>6.00</b>	<b>TREASURER'S REPORT</b>	
6.01	No money in or out.	
<b>7.00</b>	<b>SCHOOL CLUBS REPORT</b>	
7.01	All helpers in clubs confirmed as PVG checked.	
<b>8.00</b>	<b>PARENT ASSOCIATION REPORT</b>	
8.01	Next PA meeting cancelled but last one to be held in mid-May. Approximately £5k left so looking for ideas on where to spend this. Technology was suggested as a possible area of spend. IT equipment is due a refresh in 2019 but some equipment is already slowing up so at a crossroads at the moment. There is currently a £4k repair bill for Smartboards.	
<b>9.00</b>	<b>AOB</b>	
9.01	Classification <ul style="list-style-type: none"> <li>- Just about there with class numbers for each year</li> <li>- Expect school will be full for 2017/18 session</li> </ul>	

- Core staffing is confirmed

9.02 Music Provision  
Instrumentalists from Hillpark SS will continue to offer lessons for pupils at Merrylee.

**10.00 DATE of NEXT MEETING**

10.01 21 August 2017 @ 7pm  
Venue: Merrylee Primary School