

SOUTH MORNINGSIDE PRIMARY SCHOOL

SOUTH MORNINGSIDE PARENT COUNCIL

Approved minutes of the SMPC AGM held on Monday 23rd September 2013 at 7pm in the Main Hall.

Total Attendees

Parent Council Members (11)

Craig Hilton (Chair)	Yvonne Moore (staff)*
Elaine Jones (Fundraising)	Peter Sibson (Finance Group)
Liz Grierson (Head Teacher)*	Eileen Maclean (Communications)
Kerry Simpson (Finance)	Susan Regnart
Roksan Hür (Clubs)	Alison Dalrymple (Treasurer)
Marion Bourbouze (Fundraising)	

* non-voting staff members

Guests (26)

Joanna Loxley	Nasira Rauf-Bradley
Cllr Melanie Main	Kousha Etessami
Michelle Keown	Karen Richmond (DHT)*
Fiona Parker (new member)	Kenneth Fordyce
Jamie Bookless (new member)	Noelle O'Doherty (new member)
Kate Hillier (new member)	Stella Sinclair (new member)
Morag Laird	Olly Headey
Andree Constable	Stephen Meyer
Anne Crawley (staff)	Gillian Craig
Miriam Jackson (new member)	Gail Stark
Joan Lavery	Graeme Miller
Fiona Gilmour (staff)	Stephen James (new member)
Nikki McNair (new member)	Arul Krishna Moorthy

Apologies (8 received in advance of the meeting)

Jonathan Mundy (Secretary)	Ken Macnamara
Howard Kippax (Accommodation)	Gillian Anderson (Gym Club)
Kate Smith	Gordon Carruthers (Transport)

7.00 Welcome, attendees and apologies - Craig Hilton (Chair)**7.05** Introduction from Head Teacher

Mrs Grierson thanked all Parent Council members for their work over the previous academic year and expressed her wish to use the skills, talents and commitment of the parent body to further enhance South Morningside in the future. Craig Hilton had assisted with the analysis of the results of the annual parent survey, which seeks to include more parents in school improvement programmes. Mrs Grierson outlined a few areas where parental help had been greatly appreciated. These included the school leadership group, the school grounds development group and help in the creation of the house banners. Mrs Grierson announced that Mrs Jones now facilitates a new eco group for the school.

Mrs Grierson announced the loss of two deputy head teachers at the end of the summer term. However, some of the staff have been keen to take on new remits and responsibilities and a new deputy will hopefully be appointed fairly shortly.

7.10 Parent Council: a review of 2012/13 and looking forward to 2013/14

a) Chair's Report: Report Submitted by Craig Hilton to the meeting. Craig briefly outlined the structure of the Parent Council. The role of the formal office bearers, groups within the parent council and our links with the wider community.

b) Fundraising Group: The work of this group was outlined by Marion Bourbouze, including an outline of the diary of proposed events for the coming year. Marion explained the role of stall co-ordinators at the school fairs and requested help with the winter fair. The group will be using webmail to circulate a volunteer form for this.

c) Playground Group: Karen Richmond talked about the redesign principles for the playground improvement project. The feedback from both parents and children has been an inspiration for this project. The plans have been professionally designed with a whole playground approach. The aim is to increase the green area of the playground, allow access in all weathers and hopefully reduce the number of accidents and injuries.

The project wishes to create an outdoor classroom, thus tapping into the ability of children to learn particularly well outdoors. The hope is that the playground improvements will enable natural creative play, helping children interact with their environment and increase their social development.

d) Clubs: There are currently 13 clubs running at South Morningside. Roksan Hür, the Clubs Convenor, explained her role in applying for club lets and requested help checking the email correspondence she receives.

e) Accommodation: Kousha Eteessami talked about the June 2013 online survey of parental priorities. A report will be made available through the PC website and parent mail. 130 parents responded and 98% of those felt that accommodation was a concern.

f) Finance Group: Peter Sibson outlined the role of the finance group in assisting with the processing of funding requests to the parent council. A report was submitted to the meeting.

g) Communications Group: Eileen Maclean outlined some of the work of the communications group. She pointed to the success of ParentMail which has been used for the last two years and the development of new ways to communicate with the parent body; such as the Parent Council website, Facebook and Twitter. Google groups are now used successfully by the Parent Council as a discussion forum. In the coming year the communications group is hoping to improve the Parent Council website.

h) 200 Club: The 200 club is currently run by Anne Crawley. Anne will be retiring in a year and will then need to pass these responsibilities on. Anne reported that her request to revert to communication by hard copy has been a success. The numbers participating have increased and she has now received requests for 208 shares.

8.00 Parent Council Membership (Craig Hilton)

a) Record of members standing down and membership status - At the end of the academic year (June 2013) the PC had 29 parent members and 5 staff members. 11 members have resigned, 18 remain thus creating 12 vacancies.

b) Appointment of new parent member volunteers – 8 new members volunteered to join the PC.

c) Appointment of office bearers (by voting members of the PC only)

Vote for Craig Hilton as Chair proposed by Roksan Hür, seconded by Eileen Maclean.

Yes 18

No 0
Abstain 0

Vote for Alison Dalrymple as Treasurer proposed by Kerry Simpson, seconded by Marion Bourbouze.

Yes 15
No 0
Abstain 0

Vote for Jonathan Mundy as Secretary proposed by Peter Sibson, seconded by Alison Dalrymple.

Yes 16
No 0
Abstain 0

8.15 Other AGM business

- a) The draft minutes of the Parent Council AGM held on 24th September 2012 were approved (14 in favour, none against and no abstentions).
- b) Constitution status – no proposals have been received about changes to the PC constitution. A copy of the constitution will be available on the PC website.
- c) Approval of the SMPC Annual accounts (12 in favour, none against and 5 abstentions).
- d) Appointment of David Hughes to continue as our independent examiner of accounts (16 in favour, none against and no abstentions).

8.30 AOB

There was a query about the After School club and the recent resignation of the deputy manager. It was explained that the After School club is entirely independent of the school, however parents do sit on the board of trustees. Information will be circulated to parents once the staffing issue has been resolved.

The insulation of the huts used by the holiday club during the summer was raised again. A parent expressed concern about the high temperatures affecting staff and children

inside the hut this summer.

The issue of access to clubs after school and the new security arrangements was raised. Mrs Grierson explained that there will be a health and safety audit of the school in November. The issue of access to clubs will be considered further and a consistent policy will be produced which balances the expectations of tutors and coaches with the health and safety of the children. It was requested by a parent that the After School Club use only one designated door as their exit point.

8.35 Close

The Date of Next Meeting – to be confirmed.

Supporting Documents Supplied in Meeting Pack

- 1) Draft Minutes of the Parent Council AGM meeting held on 24th September 2012 (Jonathan Mundy)
- 2) Chair Report (Craig Hilton)
- 3) Treasurer Report (Alison Dalrymple)
- 4) Fund raising Report (Peter Sibson)