

SOUTH MORNINGSIDE PRIMARY SCHOOL

SOUTH MORNINGSIDE PARENT COUNCIL

Draft minutes of the SMPC meeting held on Monday 10th November 2014 at 6.45pm in the staff room.

Total Attendees: (29)

Parent Council Members (24)

Craig Hilton (Chair)	Miriam Jackson (Finance)
Alison Dalrymple (Treasurer)	Eileen Maclean
Susanna Waller (Secretary)	Brian Sharp
Noelle O'Docherty (MCC Link)	Deborah Murphy (from Jan '15)
Stephen James	Lesley Macniven
Nikki McNair	Elizabeth Grierson (Head Teacher)*
Graeme Drummond	Lauren Jack (staff)*
Kerry Simpson	Trish Watson (staff)*
Maria Dickson (Clubs Co-ordinator)	Yvonne Moore (staff)*
Olly Headey (Comms)	Pam Ferguson (staff)*
Alan Rehfisch (Transport)	Morag Macdonald (staff)*
Marion Bourbouze (Fundraising)	
Mai Alsmmak	

Parent council made up of 18 Parent Members plus 6* non-voting staff members

Guests (5)

Joanna Loxley (Parent)	Susie Morgan (staff)*
Cllr Paul Godzik	Cllr Sandy Howat
Jenny Sheill (Parent)	

Apologies (7) received in advance of the meeting

Howard Kippax (Accommodation)	Ellie Trotter
Fiona Gilmour (staff)*	Cllr Mark McInnes
Jamie Bookless	Vanessa Charlton
Priyanka Kulasegaram	

6.45 Welcome, attendees and apologies - Craig Hilton (Chair) and Susanna Waller (Secretary)

The Chair welcomed all attendees and Susanna Waller confirmed the apologies that had been received prior to the meeting. The minutes of the Parent Council meeting held on October 6th 2014 were approved. (13 in favour, 0 against and 0 abstentions)

6.50 Review of matters arising & actions from the last meeting – Susanna Waller (Secretary)

#06/14: Portable play equipment for the annexe – to be discussed in the playground and finance updates.

#07/14: Disposal of IT Equipment – Jonathan Mundy will continue to look into this.

#08/14: a) Canvass parental opinions on expenditure priorities for the PC: The Finance group to action this. (action closed).

b) PC Parent mail link to PC website: Communications group to action (action closed).

7.00 Report: Chair (paper submitted by Craig Hilton).

- Craig complemented the school on the new bike and scooter storage. He also commented on the hard work that has gone into setting up the new Spanish club, which has now been in place for two weeks. The PC supported complementary places scheme has found a free place in each of the Spanish, Drumming and Chess clubs. The Transport group has been active encouraging parents to feedback on the proposed 20 mph consultation and campaigning for better crossings around the annexe site. The winter fair still requires more volunteers. Craig commented on how good the new look SMPC website is and encouraged everyone to login and have a look. Craig mentioned both the accommodation update and the council's budget consultation would be discussed later in the meeting.

7.05 Report: Head Teacher (paper submitted by Elizabeth Grierson).

- Mrs Grierson is to begin to wind down from January 2015, when Mrs Morgan will be acting Head Teacher on Monday and Tuesday. Mrs Moore will be out of class full time and Mrs Richmond will return to three days per week as contracted. Mrs Grierson will be making the case for extra management time as remits are changing. Interviews are shortly taking place for a new support for learning post. The school has luckily been able

to cover a number of long term absences temporarily, despite a serious shortage of supply teachers.

- Mrs Grierson praised the volunteers who have worked so hard to fill the planters and paint some of the picnic tables at the front. The scaffolding will be removed to the back of the school shortly, so further work to improve the playground at the front can hopefully soon be completed.
- Mrs Grierson hopes the new bike and scooter storage will encourage parents and children to make healthy travel choices.
- The hot meals at the Cluny annexe seem to be going well and the children appear to be enjoying them.
- P1 enrolment is to take place this week. Places are confirmed around April 2015.
- Mrs Grierson has had no further contact with the safety officer about transporting children to and from the annex. She will follow this up.
- The Director and Convenor of Education met and approved the Deanbank plans for a separate P1 and P2 annexe. This will have to be approved at a further council meeting on 9th December, but in the meantime Mrs Grierson will commence her planning for this outcome.

7.10 Report: Treasurer (paper submitted by Alison Dalrymple).

There was not much to report as no fundraising has yet taken place. Craig Hilton asked Alison to make a record of the PC expenditure on free club places.

7.15 Review of Funding Requests – (submitted by email by Peter Sibson)

- An email was received from Peter Sibson on 7th November reporting that no new funding requests were received in October.
- The finance group are working on a survey to gauge parent views on spending priorities. There may be about £5000 from a projected income of around £15,000 for the year left to allocate if fundraising goes as planned.
- New play resources for the annexe may be in place by the end of the year. Karen Richmond and the pupil council have surveyed the children and come up with 7 categories of desired play equipment.

7.20 Standing Agenda items:

a) Clubs Group update – The key code to the new clubs box will be given to club convenors.

- PVG checks require action is being taken to ensure the Ski Club complies with PVG policy.
- The PC has been approached about the possibility of setting up a Knitting Club, parentmail to be sent.
- new convenor needed for the French Club

b) Fundraising – The winter fair is planned for 29th November 2014. Volunteers are requested to help with this. A further parentmail will be sent out this week. The pool of fundraising organisers in the school is still very small and more volunteers from the parent body are needed. Certain fundraising events will not take place next year such as the fashion show, however new ideas are being thought up. Some ideas mentioned at this meeting included a parent disco, film night, 'swish' evening and cookery book swap (eco/green flag friendly).

c) Morningside Community Council Update – Noelle O'Doherty was unable to attend the last meeting of the MCC as it fell during half term, but she reported back from the minutes. The P3's are to sing at the turning on of the Morningside Christmas Lights. Noelle suggested that the MCC might have a stall at the winter fair to help further nurture their relationship with the school. The Chair of the MCC would like to address the PC. Craig Hilton requested that the chair should contact him directly so that he could facilitate this at a convenient time.

d) Boroughmuir update – Susanna Waller attended the ground breaking ceremony for the new school on behalf of the PC.

e) Transport Update – (paper submitted by Alan Rehfisch and Gordon Carruthers)

i) The Transport Group issued a parent mail on 9th October about the council consultation on lowering the speed limit to 20mph, highlighting concerns about those streets near the school that would remain 30mph. The parent mail asked parents with any concerns to respond to the consultation.

ii) The Transport Group has been working on the issue of transferring the children safely to and from the annexe. Road safety improvements on Braid Road are likely to be considered by the Council's Transport and Environment Committee in January 2015. It is hoped that a representative from the PC will be able to speak at this meeting. The Transport Group will

continue to consider the issue of road safety in relation to the annexe while we still have school children at the site. Although, they are aware that if the council vote to develop the Deanbank site there will be a whole new range of implications for the Transport Group to consider.

f) Playground update – There have been no meetings or updates. Mrs Grierson was asked about the revised timescale for Phase 1. She will discuss this at the next management meeting.

g) Communication update – (paper submitted by Olly Headey)

Olly expressed his desire to hold another meeting of the Communications Group shortly. He asked for helpers to assist with managing the website, twitter account etc. Deborah Murphy volunteered and arranged to speak to Olly after the meeting. Mrs Grierson is to meet with the school ICT Team involved in the redesign of the school website. She explained that the school has no budget and therefore has difficulty allocating staff's time for such tasks.

h) Situations Vacant - Susanna Waller volunteered for the staff recruitment training course.

I) Accommodation update – Councillor Godzic provided an update on the Deanbank Annex proposal and answered a number of questions relating to the logistics and timetable for this option. A question was raised as to whether any requirement for additional staff or resources, to support implementation or ongoing operation at the site had been considered and if additional revenue had been made available to support this. Councillor Godzic advised that the specifics of this question could not be answered at this time and would need to be taken into account as part of the implementation plan based upon the needs identified by the senior school staff. Cllr Godzik said that it would be a challenge to deliver Deanbank by August 2015, however he had been told that it is achievable and that it would be cheaper than the huts option. However, the proposed plans to proceed with Deanbank would need to be passed at a committee meeting on 9th December.

8.00 Requested items –

a) Budget Challenge - The council are beginning a consultation on their budget priorities for 2015/2016 that runs until 19th December. They wish to obtain the views of as many residents as possible. Craig wishes to canvass the views of the PC on what we would wish to highlight and asked if there was anyone from the PC who could volunteer to attend the council's presentation and consultation on their budget. There was a discussion about sending a link out to the parent body via parentmail to encourage parents to take the budget challenge.

8.15 AOB

8.20 Close

The meeting was closed by the Chair.

Date of Next Meeting – January 26th 2015

Supporting Papers Supplied in Meeting Pack

- 1) Draft Minutes of the Parent Council meeting held on 6th October 2014 (Susanna Waller)
- 2) Matters Arising/Action Log (Susanna Waller)
- 3) Report: Chair (Craig Hilton)
- 4) Report: Headteacher (Elizabeth Grierson)
- 5) Report: Treasurer (Alison Dalrymple)
- 6) Transport Report (Alan Rehfisch and Gordon Carruthers)
- 7) Communications Report (Olly Headey)