

Abbeyhill Parent Council Meeting

Date: 08.06.2016 18:30 – 20:00
 Venue: Abbeyhill Primary School
 Minutes By: Karen Ridgewell



ITEM	DESCRIPTION	ACTION
	PRESENT	
	Keith Martin Principal Teacher (P6)	KM
	Iliyana Nedkova Events	IN
	Emma Douse Events	ED
	Kate Hutchinson Teacher (P7)	KH
	Andrew Gleeson	AG
	Charlotte Intihar Events	CI
	Janina Costa Events	JC
	Sally Barker Head Teacher	SB
	Karen Ridgewell PC Secretary	KR
	Lynsey Stewart Teacher (P2)	LB
	Vlad Hasiu	VH
	Diana Lebedenco	DL
1.0	Welcome by the Chair	
1.1	<ul style="list-style-type: none"> ME not present, KR welcomed and thanked all for attending and introductions were made 	
2.0	The Role of the Parent Council	
2.1	<ul style="list-style-type: none"> KR confirmed that the role of the Parent Council is to help the school operate as a successful school and to try to represent the views of all parents. It is up to the Parent Council and the school as to how this is achieved. 	
3.0	Previous Meeting Actions	
3.1	<ul style="list-style-type: none"> PC information was provided and included within the P1 welcome packs 	
3.2	<ul style="list-style-type: none"> A letter to Edinburgh City Council to be drafted and issued regarding the condition, safety and future maintenance/plans for the Janitors House. 	KR
3.3	<ul style="list-style-type: none"> Digital Learning Team response is awaited in relation to the potential for a digital calendar 	
3.4	<ul style="list-style-type: none"> A grant application for £109k funding for the installation of a MUGA has been submitted, a response is awaited. 	
4.0	Chairs Report	
4.1	<ul style="list-style-type: none"> Matthew Edmondson was not present; no Chair Report was made available. CI communicated with ME during the meeting and it has been confirmed that he no longer wishes to continue as PC Chair. 	
4.2	<ul style="list-style-type: none"> KR thanked all in attendance for their, the school staff and wider parent forum for their contribution to the Carnival 	

Abbeyhill Parent Council Meeting

Date: 08.06.2016 18:30 – 20:00
 Venue: Abbeyhill Primary School
 Minutes By: Karen Ridgewell



ITEM	DESCRIPTION	ACTION
5.0	Treasurers Report	
5.1	<ul style="list-style-type: none"> Di Falck was not present; no Treasurer Report was made available. CI advised DF wishes to resign from the post of Treasurer and has handed all the account information to the PC. 	
5.2	<ul style="list-style-type: none"> CI confirmed the P6 tombola raised @ £300 for the current P6 camp 	
5.3	<ul style="list-style-type: none"> CI also confirmed the Carnival raised @ £700 (before expenses) 	
5.4	*Post Meeting Note – VH has expressed an interest in the Treasurer role next year. KR to provide more info about what the role entails.	KR
6.0	Head Teachers Report	
6.1	Pupil Numbers <ul style="list-style-type: none"> Estimated to be 180+ for the next academic year 	
6.2	School Staffing <ul style="list-style-type: none"> Miss Smith (P3B) has completed her probationer contract and will be moving to Juniper Green Miss Stewart will be leaving at the end of term and taking a post at Royal High 	
6.3	Behavioural Incidents <ul style="list-style-type: none"> SB confirmed there are no incidents to report since Aprils meeting. One incident has occurred out with the school grounds and hours and was reported by a member of the public (P7) 	
6.4	Other Items <ul style="list-style-type: none"> Pirniehill have been advised their school is ready for reoccupation as of next week (20th June). SB stated Abbeyhill have enjoyed hosting the pupils and staff. SB offered thanks to the PC for their help arranging and hosting the Carnival How Good is Our School Events – 4 parents attended the first event in May. 3 more are planned for next year, September's meeting will focus on the curriculum. PC to consider ways to increase awareness and attendance of the events, which have been introduced following feedback generated by the Parent Forum about poor communication in their responses to the Parent/Carer survey. P1 welcome event was well attended earlier in the month, 20 of the incoming 24 families were able to attend. SB met with the new Drummond Head Teacher last week and has begun a dialogue about future transition events 	
7.0	Planning for 2016 – 2017 (School Events and Fund Raising)	
7.1	Parent Council Presence <ul style="list-style-type: none"> PC presence at Parents evenings – dates to be provided at the beginning of next term to allow volunteers to be identified Ideas for future school hours PC meetings to be discussed next term 	SB/KR All

Abbeyhill Parent Council Meeting

Date: 08.06.2016 18:30 – 20:00
 Venue: Abbeyhill Primary School
 Minutes By: Karen Ridgewell



ITEM	DESCRIPTION	ACTION
7.2	<p>Proposed 2016/2017 Events</p> <ul style="list-style-type: none"> • Halloween Disco • Winter Talent Competition (Pupils and Family members) • Evening Family Quiz • Summer Carnival • Career Event using pupils parents • STEM cluster transition event 	KR/SB
7.3	<p>Funding</p> <ul style="list-style-type: none"> • KM noted that the PE Teacher has requested funds for t-shirts for sporting events. KR suggested that at the start of the year we are provided with a list of all the teams and see if the PC has the funds to provide strips/t-shirts for all of them. • Should the funding application for the MUGA not be successful, PC assistance with future applications and additional funding would be appreciated • KR advised has identified an opportunity for the Eco Group to apply for funding from Edinburgh City Council for recycling bins. KR to liaise with KH/LW about the requirements and the potential to involve the pupils and logistics for a submission for the next deadline in October. 	<p>KM</p> <p>All</p> <p>KR/KH/LW</p>
7.4	<p>Janitors House and School Grounds</p> <ul style="list-style-type: none"> • The commitment needed to potentially perform an asset transfer/or refurbishment of the Janitors House was discussed. A more detailed and considered approach is to occur at a later date when a full understanding of what needs to be undertaken has been established. • Potential for PC to engage with the local MSP on the issue, overall strategy should be informed based on the future response by ECC to point 3.2 and how/if the PC decides to proceed. • KR offered to facilitate a yearlong programme using the Grounds for Learning support material to allow the school, pupil body and parent forum to redesign/consider the school grounds. Potential to invited GfL to the school and/or other designers/artist to contribute at a later date. Funding strategy for potential works to be developed throughout the year. KR to provide outline programme and info to SB next year. • SB highlighted current issued surrounding ongoing maintenance to the school grounds, this is to be considered. 	<p>All</p> <p>KR</p>
7.5	<p>After School Club – Care Inspectorate</p> <ul style="list-style-type: none"> • SB briefly explained how the after school club (Scoosh) operates and has proposed that a meeting with the Care Inspectorate to establish what can be done to the school facilities to allow a club (year round care) to be hosted at Abbeyhill be requested. PC assistance may be required. 	SB
8.0	Any Other Business	
8.1	<ul style="list-style-type: none"> • IN provided an overview of the Colony of Artists for the attendees 	

Abbeyhill Parent Council Meeting

Date: 08.06.2016 18:30 – 20:00
Venue: Abbeyhill Primary School
Minutes By: Karen Ridgewell



ITEM	DESCRIPTION	ACTION
8.2	<ul style="list-style-type: none">IN provided a copy of minutes dated 08.06.16 and a brief update about the development of the various proposals for the CoA.	
8.3	<ul style="list-style-type: none">IN to suggest a potential meeting date during July	IN
8.4	<ul style="list-style-type: none">Funding has been requested for postcards – no objections were raised. PC to provide the required £100, IN to liaise with CI.	IN/CI
8.5	<ul style="list-style-type: none">VH noted that links on the school website are not working and some info is not as easily accessible to the nursery pupil parents as it may be regarding uniform, nursery start dates etc. KR advised that some info is also out of date.	
8.6	* Post Meeting Note – KM has updated the broken links on the school webpage (Thank you). PC needs to decide what to do about the PC Wordpress page as it is not currently being managed and agree on the PC info to be included on the school site. This is to be discussed at the next PC meeting in August.	All
9.0	Next Meeting Date	
9.1	Wednesday 31 st August 18:30 – 20:00 P7 Classroom	