



MELROSE PRIMARY SCHOOL
PARENT COUNCIL

<p align="center">MINUTES OF THE PARENT COUNCIL MEETING HELD ON 4 MARCH 2009</p>	<p align="center">Action By</p>
<p>Present : Gilly Innes, Ruth Nichol, Kerry Clark (clerk), Aileen Mackay, Christine Proudfoot, Pippa Walls, Mark Gaddie, Viv Seeley, Emma Sowerby, Leigh Riddell, Elsa Patterson, Marianne Ward, Michelle Stewart, Louise Cox, Penny Hands, Britta Kalkeuter</p> <p>Apologies : Cllr Watson, Cllr Parker, Will Broome, Colin Howard</p>	
<p>WELCOME & APPROVAL OF MINUTES OF PREVIOUS MEETING The minutes of the meeting of 4 February 2009 were approved.</p>	
<p>MATTERS ARISING</p> <ul style="list-style-type: none"> • <u>Community Links</u> - Correspondence to go out to local businesses with regards to advertising along with a letter asking them to become “friends of Melrose Primary School” following work by Leigh Riddell, Claire MacDonald and Sophie Donaghy the ‘community links’ group. Shops/business would display a sticker (designed by pupil council) to show membership. Traders will be invited to visit school to share knowledge and skills with pupils. Note for volunteers to help deliver to go in school newsletter. • <u>Funding for School Trips</u> – staff to come back with suggestions. • <u>Parent Council Website</u> – carry forward to future agenda • <u>Class Representatives</u> – No further addition of volunteers. Pippa to discuss way forward with Sharon. Note in parent council newsletter that this cannot be taken any further at present. • <u>SBC Budget Briefing</u> – Elsa gave summary of meeting. Any questions to Elsa for response. • <u>100 Club</u> – possible proposals; option a - for £50 main prize and £12 second prize (monthly) with £100 at Christmas OR option b - half the monthly prize pot. Those at meeting preferred option A. Any suggestions for new name and ways to attract more members to Aileen or Will. 	<p align="center">KC/LR GI WB PW/SD VS</p>
<p>FUND RAISING</p> <ul style="list-style-type: none"> • Michelle and Marianne volunteered to carry on with the fund raising elements of parent council for the next period – unanimously accepted! • 3 school staff (Jill Robertson, Debbie Matthewson and Andrew Zimmerman) met with Michelle and Marianne last week to establish links to help with fund raising. Proposed meeting every 2 weeks. • Parent Council hope to help support pupil council and school to have closer links to the Eco Committee. Michelle, Marianne and Louise to meet to prioritise an annual co-ordinated approach to all committee fund raising and discuss plans with school management. • Attempts to source grants and external funding to go ahead. Playground improvements – info to follow at next meeting. • “Friends of Melrose Primary School” useful for fund raising 	<p align="center">MS/MW/LC GI</p>

<ul style="list-style-type: none"> • (raffle prizes etc) and could be asked to join 100 club too. • Car boot sale and Easter activities organised for 28 March - flyers out to pupils/Southern Reporter/Radio Borders. • Summer Fair – 6 June from 4-7pm (trial time) will include BBQ. • Photo boards to be up at parents nights showing kids at the hallowe'en parties and Christmas fair. • Future fundraising targets – school to suggest ideas. 	GI
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<p>SCHOOL UNIFORM/LOGO</p>	
<ul style="list-style-type: none"> • <i>Parents – Penny Hands and Britta Kalkeuter attended the meeting to give their view on the proposals: Unhappy by procedure being followed. Feeling concerned about a “false choice”. People feel left out – first intimation is a consultation! Are we happy? Do we want change? Do we like the proposed colours/materials/uniformity? How will the results be collated? The professional presentation makes the proposals look ‘official’. Assumption by parents that the school has already made a decision. Questionnaires should have all options listed including “no change”</i> • The Parent Council responded: The letter accompanying the questionnaire clearly states that it is a parent council consultation and NOT a school one. The reasoning behind this exercise is that many parents have commented that we currently have too much choice with regards uniform. People are able to comment anonymously on the questionnaire and should therefore be able to give their concerns honestly. The uniform consultation had been mentioned 4 months before the consultation went out in the parent council minutes which are available to all parents/appear on the school website and notice boards – during this time no comments were made or asked to any parent council member. • <i>Who came up with the design? The questionnaire appears to have been drawn up by people who want change.</i> • A parent came up with designs for free. The parent council agree that a ‘no change’ should have been an option. The comments box could be used for this purpose. This will be clarified in a question and answer sheet to be issues next week. . We now have to wait to see the outcome and responses. We may have to go back to the parents again for comments. • <i>Should the existing Logo have been included?</i> The question and answer sheet will explain to parents that they can write this on their survey. Few people actually knew what it was (unicorn) but it has been incorporated into the proposed shield logo. • <i>Can we use current uniform/hand-me-downs?</i> Yes, any change to the uniform would be phased in over a period of time, which could be several years. Gilly stated that the school cannot enforce a uniform change. • The results will be transparent. Nothing will be hidden. Percentages will be provided. • The choice of a single school name should still go ahead even if there are to be no changes to the uniform or logo. • The sub group of the parent council working on this consultation used the SBC Code of School Dress leaflet as a base to the aid them in the proposals. This states that there are many benefits to having a uniform. To go in parent council newsletter too. • It is very upsetting that some parents are using this consultation to make negative comments about the parent council. All parents are 	

<p>welcome to join. Constructive participation is better than disruptive criticism from the sidelines. Mrs Innes stated that the work carried out by the parent council and the time given by these volunteer parents is most valuable. Thanks were offered to those on the working group.</p> <ul style="list-style-type: none"> The pupil council will model the various options in school and take boards round for the pupils to vote on their favourite during the week before parent's night. The pupil results will be available for parents to see. The children's comments will be taken into account when analysing the results. 	
<p>ISSUES RAISED BY PARENTS</p> <ul style="list-style-type: none"> Ros De la hay from Main Street Trading has offered to look at the school library. She would help audit/seek location/revamp/suggest system for lending. Gilly stated the library was part of the schools improvement plan for next year and welcomed assistance. Mrs De la hay to be asked to come in and meet to discuss asap. Item in school newsletter to inform parents of library proposals and ask for help in setting it up and running it once operational. Review of school opening hours to be carried out by school management next term. P7 ski trip – decision regarding whether this Border Schools trip will go ahead to be made soon. Gilly to provide information to parents of current P6 & P5 pupils so they can send in any comments they may have to Glen Rodger. 	<p style="text-align: center;">GI</p> <p style="text-align: center;">KC/GI</p> <p style="text-align: center;">GI</p>
<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> One (positive) response to consultation process! 	
<p>ACOB</p> <ul style="list-style-type: none"> The Parent Council need to consider recruitment of parent council members for next year. Pippa asked members to consider whether they would like to continue in future and what they might like to be involved with so we can communicate forthcoming vacancies. Christine & Pippa attended recruitment training so that they can sit on a panel if a change of Head Teacher was required. Further opportunities available to others – see Pippa for info. Parent Council newsletters – go out 2 weeks before meetings. Help required for photocopying. Volunteers (Michelle/Marianne/Aileen's mum/Elsa) to be emailed with dates by Viv. Photocopying to be paid for. School to organise invoice. Payment for crackers for Xmas parties still to be made. Links between school/eco committee/parent council – exchange of minutes. Environmental Policy to be drawn up, Louise to make proposals at next meeting. Checklist for efficient use of energy and recycling. Copy of Parent Council newsletter to be given to school office in case a parent asks for a copy. Bouncy Castle – check policy for extended liability insurance. Planning for next session – any changes to parent council? New members/resignations etc. 	<p style="text-align: center;">GI/EW LT</p> <p style="text-align: center;">LC</p> <p style="text-align: center;">VS RN</p>
<p>DATE OF NEXT MEETING Wednesday 1 April 2009 at 6.30pm</p>	