



<p style="text-align: center;">MINUTES OF THE MEETING OF THE PARENT COUNCIL</p> <p style="text-align: center;">HELD ON 2 SEPTEMBER 2009 at 6.30pm</p>	<p style="text-align: center;">Action By</p>
<p>Present:, Gilly Innes, Emma Sowerby, Pippa Walls, Michelle Stewart, Vivienne Seeley, Louise Cox, Kerry Clark (clerk), Mark Gaddie, Nichola Sewell, Carmen Foggin</p> <p>Apologies: Cllr Watson, Christine Proudfoot, Elsa Patterson, Ruth Nichol, Will Broome, Marianne Ward</p>	
<p>APPROVAL OF MINUTES AND MATTERS ARISING</p> <p><u>100 Club</u> ; VS to design new logo, WB to send out cheques to winners.</p> <p><u>Parent Council Web-Site:</u> WB trying to improve link from school site.</p> <p><u>Eco- Committee Links</u> ; LC to provide guidelines to improve eco-committee links with the parent council. Relaunch of Eco-schools due – wait till audit is completed (staff involved Jill Robertson, Ruth Kidd, Doug Crabbe)</p>	<p>VS/WB WB</p> <p>LC</p>
<p>ELECTION FOR PARENT COUNCIL 2009-2010</p> <p>Pippa to provide Chair’s report, Ruth to provide accounts.</p> <p>6 people required to make meeting valid? – PW to check constitution.</p> <p>People who intend to continue next year : Michelle, Marianne, Will, Kerry, Mark, Ruth, Christine, Aileen</p>	<p>PW/RN PW</p>
<p>FUNDRAISING – SCHOOL REQUIREMENTS 2009-10</p> <p>The school management team have indicated the following items as possible purchases through PC fundraising:</p> <p><u>New PA System</u> for the school hall – costs to be investigated.</p> <p><u>Installation and upkeep of Hand Sanitizing Equipment</u> to improve hand hygiene – Mrs Innes investigating sources/costing at present. MG suggested RP Adam in Selkirk – more info to come.</p> <p><u>Whiteboards</u> – the school would still like another 3 whiteboards, however they do appreciate the cost involved and understand that this is a long term request.</p> <p><u>Maintenance for existing whiteboards</u> – costs for annual maintenance of boards is approx £250/£300 (to include replacement lamps for the projectors) More accurate costs to be provided by Emma</p> <p><u>New Library</u> – teacher working group in progress with Mrs De la Hay, could funds be raised specifically for the library?</p> <p>Fund Raising Team for 2009/10 – Michelle Stewart, Marianne Ward, Debbie Matthewson, Carmen Foggin, Jill Robertson</p> <p>Events for 2009-10 – MS hoped to get dates for all events out to parents asap, Mrs Innes offered to put them on the school calendar which will go out to parents w/c 7 Sept.</p> <p>Target for the Year – hoping to raise £5,000 through the various events/fairs. PC to update parents with funds raised and what’s purchased/still available throughout the session.</p> <p>Issues – any issues (eg Bar) to be addressed asap</p>	<p>GI/DF</p> <p>MG/GI</p> <p>ES</p> <p>MS/GI</p>

<p>FORWARD PLAN FOR SCHOOL 2009/10 Nothing controversial this year!! New library and further playground equipment (RBS have offered £4,000 for play equip) Parents are to be included in the school vision statement detailing aims and values. Theme : <i>TO BE THE BEST WE CAN BE.</i></p>	
<p>P7 UNIFORM PROJECT Support from parents for P7 to have “something” to make them ‘different’ for their final year, cost to be minimal, not to be changed on an annual basis. Working group (after October break) – ES & VS. Pupils from P5 & P6 to be asked for suggestions for implementation in August 2010</p>	
<p>LUNCHTIME/PLAYGROUND ISSUES</p> <ul style="list-style-type: none"> • The safe surfacing for the area around the climbing frame is scheduled to take place next week (weather dependant) • A rota system will be used to ensure that all pupils ‘get a turn’ on the new equipment • The new climbing wall has received a lot of positive comments (the kids love it!) however, a request to investigate the possibility of installing a Perspex sheet to protect shoes has been made. ES to check out with playground design company. • An update will go to parents regarding the improvements being made to lunch hall sittings and supervision. This will include a breakdown of a typical lunchtime for each year group. • Are any procedures in place for the transition to High School lunchtimes? • The funding from RBS may be used to provide goals/pitches within the playground. The eco-committee will have input regarding this. The eco-committee and all pupils (via the eco-com) will be asked for feedback on the new equipment and for ideas for future possible purchases 	ES
<p>ISSUES RAISED BY PARENTS</p> <ul style="list-style-type: none"> • Thank you to Nichola Sewell who joined us tonight offering input to the school, she has experience working as a community health improvement officer and has previously worked with Philiphaugh and Walkerburn Primaries. Focus would be on P7 and the transition to high school. Possible good ideas for community links too. • Positive Discipline – will an update be given to parents on the cards following their introduction 18 months ago? So far, many external people have commented on this positive system. • P1 parents have requested a list of contact names/addresses and phone numbers to enable them to contact each other – school unable to provide. Emma to investigate possibility of parents using ‘school bag mail’ to invite P1 parents to opt in to the listing. • Request to reword the naming of this section of the meetings as it is thought to be too negative. Now to be known as Feedback from Parents. 	
<p>CORRESPONDENCE – Parent Council newsletter, Backchat, National Parent Forum information. All to be displayed on notice board in school foyer.</p>	

<p>ACOB</p> <ul style="list-style-type: none"> • Congratulations to Gilly Innes who has been appointed as permanent Head Teacher at Melrose • Funding for swimming lessons – GI to check costs – follow up October meeting • Funding towards bus for Kwik Cricket in Stirling. The school have a team selected to play in the final in Stirling. The transport will cost approx £275 – sports development unit have agreed to fund 1/3 (£92), PC agreed to match. The remainder from participating pupils @ £3 each. • Amendment No 11 has been made to the Advertising Policy to include non profit making parent operated groups ie Football Club 	
<p>100 CLUB WINNERS July – 58, 92, 2 August – 53, 9, 71 September – 6, 53, 58</p>	
<p>DATE OF NEXT MEETINGS <i>Annual General Meeting – Wednesday 16 September 2009 at 7pm</i> Parent Council Meeting – Wednesday 7 October 2009 at 6.30pm</p>	

<p>FIRST ANNUAL REPORT OF PARENT COUNCIL Report presented by Pippa broken down into the areas where the Parent Council have been most active this year: Management Issues, Policy Issues, Communications, Fundraising and Community Links. A copy to all parents to go out with next newsletter.</p>	PW/KC
<p>FUNDRAISING Lynn reported that the fundraising group had identified areas for action: (a) funding needs of Melrose Primary School (b) the best practice for fundraising (c) potential sources of sponsorship (d) implementation of a framework for consultation and strategy (which requires a little more work to complete) Unfortunately due to the campaigning done against the SBC budget cuts there was only a minimum amount of fundraising done, namely the Christmas and Summer Fairs. The Parent Council organised the social (non-fundraising) Hallowe'en Parties for the children. On a positive note the summer fair involved a lot of nursery parents.</p>	
<p>HOME & SCHOOLS PARTNERSHIP Will Broome hoped to come up with ideas for improving the communication with parents. However, the budget cuts lobbying became a priority. Further progress is needed and more people to assist in this area would help to carry it forward. The group did carry out a lot of communication with SBC/police/local community council etc in regard to the use of the Gibson Park and the proposals for the school extension.</p>	
<p>COMMUNITY LINKS One meeting was held with 2 parent council members, community councillors, parents, Mrs Innes and representatives from Melrose Traders Association. Encouragement required from all. Result : school use of the Gibson Park</p>	
<p>WORKPLAN FOR 2008/09 Policy Issues – Chair, depute chair, Lynn Tullis, Louise Cox (advisory) Fundraising – Michelle Stewart, Marianne Ward with help from Mrs Jackson and Mrs Brosnan Home & Schools Communication – Vivienne Seeley Community Links – to be advertised (School Improvement Plan requires interaction with local traders etc) Parent Council Communications on the Web site – Janice Douglas Sub Groups are open to all willing participants!</p>	
<p>NEW MEMBER RECRUITMENT Current list of members to be updated</p>	
<p>AOB On the Parent Council Constitution it states that there must be one parent forum every year. Is this the AGM?</p>	PW