# 

# **CORNBANK PRIMARY SCHOOL PARTNERSHIP**

# **Minutes of Meeting on**

# **Wednesday 15 June 2016 at**

## **6.45 p.m. at Penicuik High School**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Present** | | | **Apologies** | |
| Susan Bowen (Head Teacher)  Gillian Carins (Parent)  Andrew Drysdale (Principal Teacher)  Katrina Macdonald (Parent)  Laura Macgregor (Parent)  Claire Muir (Parent, Vice Chair)  Pauline Pender (Parent)  Alasdair Sprott (Parent)  Jenny Sprott (Chair, Parent)  Lynsey Stevenson (Depute Head)  Trish Watt (Treasurer, Parent)  Lynsey Weir (Minutes Clerk) | | | Mary Hadwen (Parent)  Karen Gallagher (Parent)  Lyn Young (Parent)  Lynne Bertram (Parent)  Carol Hodgkin (Parent)  Susan Allen (Parent) | |
|  |  | | **ACTION** |  |
| **1.0** | **WELCOME AND APOLOGIES.** | |  |  |
|  | Jenny Sprott opened the meeting by welcoming all. Apologies were noted as above. | |  |  |
| **2.0** | **APPROVAL OF PREVIOUS MINUTES.** | |  |  |
|  | Minutes 26 April 2016   1. Lynsey Stevenson advised that we have registered for Level One towards the Rights Respecting Schools. Action has been put in place within the School Improvement Plan. 2. Jenny Sprott to purchase a George Foreman Grill for the next Coffee Den date. | | **Jenny Sprott** |  |
| **3.0** | **SCHOOL MATTERS.** | |  |  |
|  | 1. Susan Bowen reported that the last few weeks of term are very busy. 2. Class lists and teachers have been organised. Transition time has been arranged for pupils to meet their new teacher/s. Successful transition for nursery to P1. 3. Nursery trip to East Links. 4. Sick Kids visit to P1/P2. 5. P7 trip. 6. Nursery Graduation. 7. Whole School game of Rounders. 8. Leavers Assembly. 9. Sports day re-scheduled due to bad weather. 10. Dress down on the last day. 11. Annual calendar all set and will be issued home next week. | |  |  |
| **4.0** | **TREASURERS REPORT.** | |  |  |
|  | 1) The current bank balance is £8,561.07.  2) The Summer BBQ raised £1,513.21. As previously agreed 10% of this will be paid into the discretionary fund. | |  |  |
| **5.0** | **PLAYGROUND UPDATE.** | |  |  |
|  | 1. Pauline Pender shared the Playground Working Group newsletter which will be sent home in the schoolbag drop next week. 2. An application has been submitted to Tesco for a grant of £12,000 to cover equipment and sheds. There are a number of other grants which we have also applied for or are looking into. 3. The school noticeboard has been ordered and the cost was re-negotiated to £400. It is hoped that this will be installed over the Summer. 4. It was agreed that the Partnership would fund £4,000 towards the Playground project. 5. The pupil working group confirmed they would like funding for the friendship bench for P1/2 playground. Jenny Sprott suggested funding for 2nd bench in P3/4 playground as she knew it had been discussed by the pupils. After discussion it was agree to purchase both, if wanted. | |  |  |
| **6.0** | **SUMMER BBQ.** | |  |  |
|  | 1. Pauline Pender suggested putting a post on Facebook to remind people to feedback any comments from the BBQ to consider for next year. Pauline Pender volunteered to compile the report and feedback at the next meeting. Comments discussed included:  * 2 ‘Check In’ desks to get people in quicker. * Printing tickets a different colour for different food types. * More assistance on the food stall as people seemed to queue for a long time there.  1. Trish Watt provided a breakdown of profit for the stalls:  * Sweets stall - £120 * Tombola – £290 * Bar - £223  1. The Summer Raffle will be drawn on Monday. We need to push ticket sales over the next few days and sell at Sports Day on Monday. | | **Jenny Sprott**  **Pauline Pender** |  |
| **7.0** | **MRS BALL RETIRING** | |  |  |
|  | 1) It was agreed that the Partnership would purchase flowers for Mrs Ball’s retirement. Jenny Sprott to let parents know via Facebook that they can donate money to a collection via the school office. | | **Jenny Sprott** |  |
| **8.0** | **REPLACEMENT FOR BROKEN SCHOOL CAMERA.** | |  |  |
|  | 1) Jenny Sprott advised that the school camera that Lesley from the Office uses is broken. It was agreed that the Partnership would fund a replacement to the cost of around £200. Claire Muir to investigate. | | **Claire Muir** |  |
| **9.0** | **DATES FOR NEXT SESSION EVENTS / MEETINGS.** | |  |  |
|  | 1. Jenny Sprott advised that Lynsey Weir has pulled together dates for meeting for next academic year. Discussion took place as to when the AGM should be held to avoid the same week as the Summer BBQ. September was suggested as an alternative. Nothing was agreed.  * Wed 31 Aug * Tues 11 Oct * Tues 22 Nov * Tues 24 Jan * Wed 8 Mar * Tues 25 Apr * Wed 7 Jun * AGM – date TBC * Jenny Sprott to confirm school lets and place dates on Facebook.  1. Lynsey Stevenson ran through the proposed dates for school events, camps and class assemblies. The school calendar will be issued next week. 2. Jenny Sprott advised that Coffee Den dates will be spread across the year in conjunction with class assemblies. | | **Jenny Sprott** |  |
| **10.0** | **ANY OTHER BUSINESS.** | |  |  |
|  | 1. Claire Muir shared a template which has been created for any ‘Funding Requests’. It was agreed to share this electronically and place on the school website and Facebook. | | **Jenny Sprott / Trish Watt** |  |
|  | **DATE OF NEXT MEETING.**  1) The next meeting will be on Wednesday 31 August 2016, at 1845hrs in Penicuik High School. | |  |  |