

# CORNBANK PRIMARY SCHOOL PARTNERSHIP

## Minutes of Meeting on Wednesday 31 August 2016 at 6.45 p.m. at Penicuik High School

### Present

Gillian Anderson (Parent)  
Murray Anderson (Parent)  
Andrew Drysdale (Principal Teacher)  
Yvonne Gemmell (Acting Head Teacher)  
Claire Muir (Parent, Vice Chair)  
Samantha Murray (Parent)  
Pauline Pender (Parent)  
Alasdair Sprott (Parent)  
Jenny Sprott (Chair, Parent)  
Lynsey Stevenson (Depute Head)  
Sandra Vick (Parent)  
Vicki Watson (Teacher)  
Trish Watt (Treasurer, Parent)  
Lynsey Weir (Minutes Clerk)

### Apologies

Mary Hadwen (Parent)  
Nicky McQueen (Parent)  
Katrina McDonald (Parent)  
Susan Allan (Parent)  
Mike Hodgkin (Parent)  
Jan Dawson (Parent)

## ACTION

### **1.0 WELCOME AND APOLOGIES.**

Jenny Sprott opened the meeting by welcoming all and apologized for the last minute change of venue to Stewarts. Penicuik High school were unaware of any Let. Apologies were noted as above.

### **2.0 APPROVAL OF PREVIOUS MINUTES.**

#### Minutes 15 June 2016

- 1) Minutes approved.

### **3.0 APPOINTMENT OF OFFICE BEARERS.**

- 1) Treasurer – Trish Watt was proposed by Jenny Sprott and seconded by Alasdair Sprott to remain as Treasurer.
- 2) Claire Muir was proposed by Pauline Pender for Chair, this was seconded by Alasdair Sprott. Claire Muir proposed Pauline Pender to support her and again seconded by Alasdair Sprott

\*\* Lynsey Weir had previously agreed to remain as Minute Secretary so unless there are any objections , this will remain \*\*

### **4.0 SCHOOL MATTERS.**

- 1) Yvonne Gemmell was introduced as the Acting Head Teacher. She ran through the new NQT's for this year who will be mentored by Lynsey Stevenson. Class sizes are increasing across the school.
- 2) An annual events calendar has been produced for throughout the year and will be issued home shortly.
- 3) House Captain elections will take place on 9 September.
- 4) Cllr Owen Thomson to visit in September.

- 5) Eco week planned for w/c 12 September.
- 6) Roald Dahl week planned.
- 7) One Planet Picnic.
- 8) Photographer will be in school on 26/27 September.
- 9) Shared Start sessions planned for each year group.
- 10) Andrew Drysdale provided an update on the French training program which will be rolled out to the school this term.
- 11) Active Sports activities information has been sent home.
- 12) Meet the Teacher event information has been sent home, pupils and parents welcome.
- 13) Lynsey Stevenson updated on the Rights Respected Schools program.

## **5.0 TREASURERS REPORT.**

- 1) The current bank balance is £7,948.91. £4,600 is already earmarked for projects such as the Playground.
- 2) Andrew Drysdale requested funding for an App to added to all the I pads. All agreed to fund £60. Trish Watt to action cheque.
- 3) Lynsey Stevenson updated on the ??? fitness session program and requested funding of £250 to allow all children to take part. All agreed to fund £250. Trish Watt to action cheque.
- 4) Camera – Claire Muir to purchase a camera to replace the school office one. The amount of around £100 was agreed.
- 5) Planters – It was agreed that the planters at the front school entrance need to be replaced to brighten and smarten up the entrance area. Claire Muir to investigate.
- 6) Nursery are creating a pirate ship sand pit with the help of Graham Muir. Supplies are needed to complete project. School agreed to fund this. Graham to liaise with Lynsey Stevenson

**Trish Watt**

**Trish Watt  
Claire Muir**

**Claire Muir**

## **6.0 PLAYGROUND UPDATE.**

- 1) Pauline Pender provided an update on the various grants we have applied for and how they are progressing.
- 2) The Muga area is scheduled to be completed by early next year.
- 3) The Trim Track in the P1/2 area has now been completed and the kids are enjoying using it. The whole area progressing well
- 4) The first Friendship bench has arrived and will be installed shortly.
- 5) Lynsey Stevenson suggested sending home letters for gardening assistance on a Friday afternoon. All agreed this would be useful in order for the grounds to be maintained.

**Lynsey  
Stevenson**

## **7.0 SPTC MEMBERSHIP/TRAINING.**

- 1) Jenny Sprott has circulated information on the SPTC training sessions coming up. All welcome to attend.
- 2) Jenny Sprott ran through the membership benefits of the SPTC as this year benefit levels have changed. The membership selected and paid for by Midlothian Council gives us the same benefits as before – comprehensive insurance, training, help and advice etc. Once costs are released, it may be worth looking at again to see if

any further cover needed – possibly to cover djs/bouncy castle etc.  
SPTC website is available to all parents and worth a visit.

#### **8.0 RAFFLE LICENCE.**

1) Sandra Vick asked if we can renew our Raffle Licence for £20. All agreed to do this. Sandra Vick to action.

**Sandra Vick**

#### **9.0 CHRISTMAS CARDS.**

1) Sandra Vick highlighted the personalised Christmas card project which pupils have taken part in over the last few years. This is a great fundraising opportunity for the school. Lynsey Stevenson to forward contact details of another supplier to Sandra Vick. Date arranged for kids artwork to be done. Sandra again offered to help teachers out with idea etc. This will be discussed with them. It was agreed to action the class calendar photos at the same time. Pauline Pender to provide suitable dates for the photo shoot.

**Lynsey  
Stevenson  
Pauline Pender**

#### **10.0 READING CHALLENGE AND BOOK FESTIVAL.**

- 1) Katrina McDonald asked whether Cornbank would be taking part in this Challenge. Lynsey Stevenson advised that P4-P7 would be taking part and passports for recording will be sent home. Katrina McDonald also asked about the possibility of taking pupils to the Book Festival, it was agreed that this would be a good opportunity especially as most events are free but risk assessments and being right at the start of term may make this unpractical however it can be diaried to look into for next year.
- 2) The stock of library books was discussed. Pauline Pender suggested that the school have a wish list at the School Book Fair and parents can if they wish purchase a book/s to donate to the school library. All agreed this was a good idea and will be actioned.

#### **11.0 HALLOWEEN AND OTHER FUNDRAISING.**

- 1) Jenny Spratt advised that the Halloween disco will be held on Thursday 27 October. Trish Watt advised taking a look at the storage cupboard to access what Halloween supplies we have already in terms of decorations. Claire Muir to organise a date for a Fundraisers meeting and communicate to all.
- 2) Discussed advertising and developing Coffee Den

**Claire Muir**

#### **12.0 MIDLOTHIAN COUNCIL PARKING ENFORCEMENT CONSULTATION.**

- 1) Not discussed

#### **13.0 DATES FOR NEXT SESSION EVENTS / MEETINGS.**

- 1) Coffee Dens are planned for 23 September and 4 November. And to support the Shared Starts for P1-3 and assemblies

#### **14.0 ANY OTHER BUSINESS.**

- 1) No other business was noted.

#### **DATE OF NEXT MEETING.**

- 1) The next meeting will be on Tuesday 11 October 2016, at 1845hrs in

