

## Minutes of Methlick School Parent Council

Thurs 6th 2014

**Present**     Jim McWilliam                     Gillian Macdearmid                     Fiona Lawrence  
                   Claire Brown                                 Lou Jowitt                                     Laura Bruce  
                   Nicola Baird                                     Sandy Pullar                                 Adrienne Guy

**Apologies**   Lionel Snodgrass                     Yvonne Mitchell

	Action
<b>1 WELCOME &amp; APOLOGIES</b>	
<b>2 PREVIOUS MINUTES.</b> Approval of MSPC minutes from meeting held Thursday 25 <sup>th</sup> Sept 2014 proposed by Fiona and seconded by Lou.	
<b>3 HEAD TEACHER'S REPORT</b> <ul style="list-style-type: none"><li>• <b>Staffing.</b> One new cleaner has been appointed and will start once her disclosure is in place. We also are recruiting for a morning cleaner.</li><li>• <b>The Authority.</b> Our new QIO, Sheila Marr, will be visiting the school on Wed 12<sup>th</sup> Nov.</li><li>• <b>Our Pupils.</b> Mrs. Guy is monitoring the teaching and learning in writing and will be observing all the teachers within the classrooms in the coming weeks and talking to the children about their learning.</li><li>• <b>Pinocchio</b> was a success, as was the book fair. Around £400 has now been raised for the school to spend on books.</li><li>• <b>Warning Bell.</b> A warning bell has been introduced in the mornings to encourage children to line up and arrive to their classes promptly.</li><li>• <b>Rota Kids.</b> Gordon Bullock and Owen Ball visited our P6 &amp; P7 pupils to discuss Rota Kids and meet our new committee. Owen is our Rotary Link person who will be the point of contact for the children. The committee's first task is to organize the shoebox appeal.</li><li>• P6/7's are leading an assembly on Monday about remembrance and all classes will hold a 1 or 2 min silence at 11am on Tuesday.</li><li>• <b>Open Afternoon.</b> Mrs. Guy enjoyed meeting parents and carers. Tea/coffee and home bakes served by the MSPC were appreciated by all. Our Parent helpers are running the library every Thursday and this is much appreciated by the children.</li><li>• <b>Property.</b> Stuart Cornwallis visited last Thursday and Mrs. Guy went over the budget and some property issues. He will find out if it is possible to put in a larger drain to cope with the water running down</li></ul>	

the embankment outside the office. The gate at the School has been approved and funding for this is to be finalized. The roof of the bike shed has been fixed. We are awaiting the School wall to be inspected.

- **Christmas Fair.** A date has been set for Sat 29<sup>th</sup> Nov for this. Further information will follow from the School.

#### **4 CHAIR PERSON'S REPORT**

- The Halloween Disco and football gala which the MSPC helped with were successful. Many thanks to all who helped and donated and contributed. Castlehill Farm & Aberdeenshire Larder both gave generous discounts on the meats for the BBQ.
- Jim has approached the Rotary regarding assistance with funding and a meeting is due to take place at the end of the month where a decision will be made. Jim has received a number of responses to further requests of funding but unfortunately there have been no positive replies as yet. He will follow up his request to Braikley Estates as he is yet to hear back from them.

Jim

#### **5 TREASURER'S REPORT**

- The current balance is £2842.11
- Income £380.64 this term so far and more will be added once the funds from the Christmas Cards is calculated.

#### **6 Christmas Disco**

Date for this is set for Friday 12<sup>th</sup> Dec at 6.30-8.30pm. It has been suggested that a contact sheet be sent home to parents beforehand to get an idea of numbers and parent helpers to assist with the coordination of this event. £3 was agreed for the ticket cost per child. This includes a glow stick, juice and crisps per child. Yvonne will purchase the glow sticks and buying the crisps and juice will be arranged nearer the time.

Yvonne

#### **7 SCHOOL GROUNDS IMPROVEMENT UPDATE**

On the 26<sup>th</sup> Oct Lionel and other volunteers kindly weeded the front entrance of the school and tidied other areas. Further materials are required to complete the job. Roger Baird donated Membrane, Ronald Storey continues to volunteer his time and energy to tidy the grounds, Hugh Robertson provided a rotavator and has kindly offered further equipment as required & Jim will contact the Cottonhillock foreman to request a donation of topsoil. The next date when you can get involved has been set for Sun 23<sup>rd</sup> November. Please volunteer if you can.

Lionel

Jim

There has been no movement with regard to the playground surface games being repainted. Jim will follow this up. With regard to the shelter itself, the roof has been repaired and the MSPC will paint the interior in a neutral colour in preparation for the children's chosen design to be painted.

The back path to the school has been repaired but under closer inspection some areas have been missed and this will be followed up

by Jim and Lionel as they will also enquire about the possible installation of a hand rail. A discussion took place with regard to snow clearance around the school and car park in general. It was confirmed that the janitor will clear a path around the school and Mrs. Guy will confirm who is responsible for the car park clearance and pass these details to Jim who will follow this up.

Mrs. Guy  
Jim

After the School ground improvement project comes to an end it was asked by Lionel who will be responsible for the maintenance and upkeep of it. Mrs. Guy seemed unable to shed light on this. Jim will ask.

Jim

It was agreed that the MSPC are unlikely to meet their target of £4000 before Christmas therefore unreasonable to expect to be able to meet the costs of the planned playground equipment we had been fundraising for. It has been agreed to continue fundraising till the Spring Fair next year and then spend the amount raised on at least some playground equipment. By this stage we should also be aware of external funds donated and therefore know how much will be available to spend. The Council has a moratorium in place with regard to play equipment. Jim also informed us that he has since found out that there is no guarantee to the Councils agreement to us installing play equipment.

Jim

Claire Brown informed us that Tesco In Ellon currently have £5000 on offer for local projects. Jim will investigate this further.

Jim

Claire will speak to Kate about help required for the Christmas Fair. The MSPC is to take a stall at this and Claire will provide face painting.

Claire

The diminishing support for the Ceilidh that Tom McKean has kindly organized for years and the loss of money from the MSPC funds from the last one has resulted in the MSPC taking the very difficult decision to focus their energies on other events this coming year. We would like take this opportunity to thank Tom for the years of hard work and energy he put into raising spirits and funds for the School.

## **8 PRIZE DRAW UPDATE**

Jim has said that the application for the license for the Big Draw has been lost and therefore resubmitted. This will mean a delay in having the draw but the plan is to try to have it in place to have the draw in Dec this year.

## **9 CO-ORDINATION OF ALL AFTER SCHOOL ACTIVITIES**

Lionel suggests that the MSPC coordinate with other local groups and clubs such as the football and cricket teams, Community garden and Heritage Society to see if there may be a possibility of jointly working together with the aim of opening up further fundraising opportunities and audiences. This will be discussed further.

Fiona will find out about the possibility of MSPC being involved in the Police and Fire Service open day in Ellon in May 2105. Laura kindly asked Mrs. Guy to remind parents to use Easy Fundraising when and where possible as a way of earning funds for the School with little effort.

Fiona

Mrs. Guy

## **• A.O.B.**

Mrs. Guy informed the MSPC that the Nativity will be held in the Morning of 9<sup>th</sup> Dec. The Committee was asked to provide teas, coffees and home bakes. Claire, Nicola, Laura and Fiona have kindly

offered to do this. There will also be a Christmas show on the evening of the 10<sup>th</sup> Dec in place of the usual pantomime. The location for this is yet to be decided. The big raffle may be held at this event if the license has been returned in time. Volunteers will be required for making home bakes, serving teas and other tasks.

Jim

Fiona has written to the local shops with regards to donations from carrier bag charges, but has yet to hear back.

Laura informed the committee that some parents had wondered about the option of using Tesco as a school uniform supplier where Tesco donate 5% to the school from sales. A discussion ensued with regard to lost property and second hand uniforms and it was agreed that the MSPC would attempt to raise some funds from selling at the Christmas fair or arrange separate dates for this. Claire will discuss this and the Tesco uniforms with Kate.

Claire

Jim will re-subscribe to First News at the cost of approximately £40 to the MSPC for the annual subscription.

Lou asked if the MSPC were going to support the cost of Xmas presents for the children this year. We agreed to individual gifts of £1 each having a total cost of £105 and also class gifts with a budget of £2 per child, totaling £210. The class gifts would be purchased by individual teachers. Lou and Fiona kindly offered to buy the individual children's gifts. Jim will arrange cheques from Lionel for this.

Lou

Fiona

Jim

Sandy suggested starting to enlist volunteer help for the Christmas Disco as there may be a requirement for up to 14 adult volunteers depending on final numbers attending the disco. Jim, Claire, Lou, Laura, Yvonne, Mrs. Guy and Kathleen have all said they will try to be present. Nearer the time a request for parental help will be issued.

Lou asked if a DVD of the Nativity would be made for parents and carers to purchase as in past years. Jim would ask Tom who has previously been in charge of this. Mrs. Guy would confirm if all parents agreed to their child being filmed.

Jim

Mrs. Guy

Mrs. Guy informed the meeting that a skip has been arranged so that staff can have a clear out and dispose of items no longer of use to the school. She asked that the MSPC clear out their cupboard upstairs and transfer items to the cupboard in the canteen before the 17<sup>th</sup> Nov. Lou, Sandy & Fiona have volunteered to do this. Nicola requested we check amount of juice and cups etc in stock.

Lou, Fiona,  
Sandy

- **DATE & TIME OF NEXT MEETING** – The date is set for the next is Thurs 5<sup>th</sup> Feb 2015 6.30pm to 8.30pm.