

MINUTES OF MEETING	
MEETING	KSPC Meeting
DATE OF MEETING	Wednesday 9 th November 2016, 19:00-21:00
LOCATION	Kinellar School
MINUTES BY	Catherine Brown
ATTENDEES	Alastair Fleming (Chairperson), Catherine Brown (Vice Chairperson), Pam Farquhar (Head Teacher), Katie Finch (Depute Head Teacher), Ruth Stannard (Depute Head Teacher), Anna-Marie Pithie, Zoe Stuart, Tara Cran, Xania Aracas, Lynne Greig, Kirsty Deans, Lyndsay Cassie, Karen Goodwin, Katrina Denholm, Anna Patience, Deborah Moir.
DISTRIBUTION	KSPC Noticeboard in Kinellar School Main Reception area and Kinellar School website; http://kinellar.aberdeenshire.sch.uk/parent-council/

Item	Comment	Action
1.	Alastair Fleming thanked attendees for coming and welcomed everyone to the AGM. Agenda was handed out to all attendees. The following apologies were received prior to the meeting, Lynda Barnard, Marshia Peel, Uma Thankappan, Arlene Fortune and Karen Simpson	N/A N/A
2.	<u>Elf Shelf – 5th to 8th December, Midmill School</u> Lynne Greig took ownership of setting up the rota for Elf Shelf and has each day covered. LG asked that items already purchased for Elf Shelf be collected for wrapping tomorrow from her house – 10 th November. LG and AF to purchase more items for Elf Shelf on Sunday 13 th Dec. Elf Shelf dates are as follows; Location: Community Room, Midmill School Mon 5 th Dec, 1-3pm (dependent on timings of M&M Panto) Tues 6 th Dec, 9-3pm Wed 7 th Dec, 9-3pm	N/A All parent attendees LG/AF INFO

	Thur 8 th Dec, 9-12.30pm	
3.	<p><u>Christmas Disco - 9th December Midmill School</u></p> <p>Arrangements for disco were discussed by all attendees and a Parent Helper Rota was created to ensure enough parent volunteers were available on the night so it could go ahead. School will send out a request for parent helpers in the next newsletter to ask that they email KSPC if they can help.</p> <p>Parent helpers required on the night to ensure kids are not exiting without a parent picking them up from inside the school. PF suggested that KSPC ensure there are parents assisting at the main doors and toilets so kids are not running outside or up to mischief. PSA's and the SMT will be in attendance and First Aiders will be on site.</p> <p>Disco will take place in the hall, no food and drink to be consumed in the hall (only in the cafeteria) where there will be a tuck shop for children to spend some pocket money items such as glow-sticks and sweets. Suggested 20 mins slots to visit tuck shop for each year group and DJ to announce when each year group should go to tuck shop. No stiletto shoes!</p> <p>Disco will be priced at £3 per ticket which includes a gift.</p> <p>CB to check with Mike Brown, DJ that he can incorporate party games into his schedule. PF offered to buy gifts to allow this to go ahead, suggestions were pass the parcel and corners.</p> <p>Agreed that LG would purchase 460 Santa hats and 400 selection boxes from Home Bargains – Westhill</p>	<p>KD</p> <p>INFO</p> <p>INFO</p> <p>INFO</p> <p>CB PF</p> <p>LG</p>
3.	<p><u>School Uniform</u></p> <p>AF to follow up and find out when the uniform can be ordered from Above All Designs.</p> <p>School uniform stock to be sold at Parent's evening on 24th Nov from 4-7pm and 1st Dec from 5-8pm. AF to email parent forum for volunteers to help with uniform stall.</p>	<p>AF</p> <p>AF</p>
4.	<p><u>Outstanding Actions from Previous Minutes</u></p> <p>KSPC has listened to feedback and will start to rotate the evenings that the KSPC meetings take place so that they aren't always on a Wednesday evening.</p> <p>Agreed that a Homework survey will go out to parents shortly to gauge feedback from parents on homework. SMT will also see if other schools in Aberdeenshire have put out surveys to parents regarding homework.</p> <p>AF to email CB so the KSPC Constitution is uploaded to the Parent</p>	<p>PF/AF</p> <p>PF</p> <p>AF/CB</p>

	<p>Council section of the website.</p> <p><u>AOB</u></p> <p>CB had been asked what was happening with Ragbag during the move. PF to follow up and advise once confirmed.</p>	PF																											
5.	<p><u>Treasurer Update</u></p> <p>AF ran through the Treasurer update in LB absence.</p> <table border="1" data-bbox="304 566 1262 1081"> <tr> <td>Opening Balance at AGM</td> <td>£10,456.65</td> <td></td> </tr> <tr> <td>Expenses since AGM</td> <td>£294</td> <td>Vouchers for nursery staff.</td> </tr> <tr> <td></td> <td>£2208</td> <td>2 x Activity Days</td> </tr> <tr> <td></td> <td>£91.68</td> <td>Prizes (Logo design)</td> </tr> <tr> <td>Income since AGM</td> <td>£650.00</td> <td>Spree books</td> </tr> <tr> <td></td> <td>£1695.50</td> <td>Uniform Sales</td> </tr> <tr> <td></td> <td>£334.05</td> <td>Parent Council funding from Aberdeenshire Council</td> </tr> <tr> <td></td> <td>£91.20</td> <td>Ragbag</td> </tr> <tr> <td>Closing Balance at 09/11/16</td> <td>£10,633.72</td> <td></td> </tr> </table> <p>LB advised that KSPC are due an invoice for school uniform.</p>	Opening Balance at AGM	£10,456.65		Expenses since AGM	£294	Vouchers for nursery staff.		£2208	2 x Activity Days		£91.68	Prizes (Logo design)	Income since AGM	£650.00	Spree books		£1695.50	Uniform Sales		£334.05	Parent Council funding from Aberdeenshire Council		£91.20	Ragbag	Closing Balance at 09/11/16	£10,633.72		<p>INFO</p> <p>INFO</p>
Opening Balance at AGM	£10,456.65																												
Expenses since AGM	£294	Vouchers for nursery staff.																											
	£2208	2 x Activity Days																											
	£91.68	Prizes (Logo design)																											
Income since AGM	£650.00	Spree books																											
	£1695.50	Uniform Sales																											
	£334.05	Parent Council funding from Aberdeenshire Council																											
	£91.20	Ragbag																											
Closing Balance at 09/11/16	£10,633.72																												
6.	<p><u>School Update</u></p> <p><u>Nursery</u></p> <p>PF kicked off the school update and advised that Nursey would be located in the P1 annex from Wednesday 16th November at 8.30am and then the P7 annex will be moved to the site beside the pavilion while the school is being built and Nursery will be located there.</p> <p>SMT thanked the KSPC for their contribution at the Kinellar Open morning and everyone commented on how it was a huge success.</p> <p><u>P1-P3's</u></p> <p>RS provided an update for P1-P3's. She advised the parent forum that the infants' behavior on the trial transport day was excellent and how they all concentrated on ensuring they did everything correctly, including going up and down the staircase holding the hand rail in the school.</p> <ul style="list-style-type: none"> • Mrs Milne is now on Maternity leave. • Karen McVey has been recently appointed and brings a wealth of experience from working in other schools. She will job share with Karina Atwell. • Carol Connell has been appointed as a new PSA. 	INFO																											

Nativity will be P1-P3's and take place at Midmill school on 19th Dec. There will be both a daytime and evening performance.

RS reminded attendees of the current topics for each class;

P1 – Playparks and spaces

P2 – Farming, Forestry and the Land (visited a cow and calf at a local farm recently and all of the children thoroughly enjoyed the experience)

P3 – Houses and Homes in Blackburn

Learning conversations have been taking place recently. They are 1 to 1 conversations between each pupil and their class teacher to talk about what they are good at and what they feel they could improve on. PF advised that some pupils had also given their teacher feedback as it is a 2 way conversation which can be helpful for the teacher too.

Snapshot jotters will be issued to take home Thurs/Friday this week.

The new House Point System is going down very well. White token = 1 house point. Gold token = 5 house points. Each token has the school logo on it.

P4-P7's

KF rounded up with an update for P4-P7's. KF said the highlight from the Trial Transport day had been seeing the older pupils looking after the younger pupils so well and ensuring that they were comfortable with what they were asked to do. This was visible by seeing so many of the older children holding the younger kids hands as they were coming into school. KF also mentioned how nice it was to see so many enthusiastic parents at the parent tours at Midmill school.

The first Learning café took place before the October holidays which was successful. It gave the P5's and P7's the opportunity to explain what they had been learning in class.

Number talks Maths has also been carried out, which provides a way for the pupils to think about how many strategies they can use to get an answer to a maths question and then discuss how they worked out the answer.

- Katie MacKenzie has been appointed as P5/4 teacher and will be introduced to her class on 10th November and will start here on Monday 14 November.
- Mrs Andrews P4A is due on Maternity leave and her replacement has been appointed and will be announced via the Kinellar School newsletter.
- New Music specialist, Karen Sutherland will be taking classes on a Monday and Tuesday and replace Claire Moore.
- New Creative writing specialist, Jen Templeton will no longer teaching P5/4 on a Friday but will work as a specialist teaching writing. SMT looking forward to having this as a new specialist subject which will be rotated for all children via the school timetable.

	<p>P4-P7 show will take place on 15th December at Midmill school, during the afternoon and evening and will be titled, 'A Night at the Musicals' and each class will sing 2 songs.</p> <p>Bikeability is now complete and the children carried out their written assessment today. It will continue when the school is back at the current site.</p>	
7.	<p><u>AOB</u></p> <p>A few parents had passed on concerns to their class representative regarding the younger children being outside during the rain at lunchtime.</p> <p>Mrs Farquhar said she understand the concern, unfortunately the school cannot safely accommodate all the children at lunchtime in classrooms due to lack of supervision as the staff also need to have a lunch break which they are entitled to. Once the children are at Midmill this will be better as there are only 4 teaching areas to supervise.</p> <p>Mrs Stannard stated that all children were wrapped up with their jackets zipped up and hats on prior to going outside but once the kids go out they tend to play in the puddles and take off their jackets. When the kids came back from lunch they hung their jackets to dry on the back of their chairs and were allowed to take their shoes off if they wished. None of the children complained that they were soaking wet to Mrs Stannard in class that day.</p> <p>The SMT have taken on the concerns of parents and looked into all-weather water proof suits which would be good for the children on the really rainy days and said that they would be good for the children to come in these as being outside is great for them to get fresh air and they don't like being stuck indoors, the children need to be outside to exhaust their energy and the teachers see a difference when teaching them after they have been outside in the fresh air. It was noted that their learning is very poor if they haven't been outside. Umbrellas are allowed in the playground if they prefer.</p> <p>The SMT are happy to chat if this helps.</p> <p>Lost property it has become a huge issue at the school, please check the lost property at the school if your child/children are missing any items of clothing or shoes!</p> <p>Parent asked SMT if the 20mph sign can be moved. PF to follow up with the road dept.</p>	<p>INFO</p> <p>ALL</p> <p>PF</p>
8.	<p>Next KSPC Meeting will take place January, 2017 at Midmill School. Date to be communicated to parents once confirmed.</p> <p>Please come along and hear how you can be part of what shapes Kinellar School, your views, suggestions and feedback are all very welcome.</p>	ALL