



Portlethen Parent Partnership

Meeting Minutes

VENUE:	Staff Room, Portlethen Primary School		
TIME:	6.30pm	DATE:	21 June 2016
ATTENDEES:	<p>Ian Bruce (Chair), Terri Taylor (Secretary), Debbie Mann (Vice Chair), Nicola Brownie (Parent) and Christine Lyon (Parent)</p> <p>Teaching staff: Jennifer Garnes (Head Teacher), Sandra McKechnie (Depute Head), Laura Watson, Hannah Polson and Steph Moir</p>		
APOLOGIES:	Judy Mathieson (Treasurer) and Alison Evison (Councillor)		

		ACTION	DUE BY
1	<p>Actions carried forward from 26 January 2016:</p> <p>SM confirmed that there had been a lot of opinion from staff regarding the homework structure and that more discussion was required. To this end a slot at the June collegiate meeting has been allocated. SM to update following the meeting on the outcome. Unlikely to be resolved this school term so to be agreed early next term.</p> <p>Noted that core items are having to be deferred due to the Hillside move and it's disappointing that this is the case given the length of time the school has been in planning.</p>	SM	2nd week new term
2	<p>Matters arising:</p> <p><u>Update on Staffing</u></p> <p>The new Acting Head Teacher will be Sandra McKenchie. The new Depute Head Teacher will be Laura Watson. There have been 6 people selected to interview for the Substantive Depute Head role. Interviews will take place on Monday and Ian Bruce will represent the Parent Partnership.</p> <p>The Depute Head Teacher rolls will be non-teaching roles.</p> <p>9 of the 11 staff members are existing teachers and the other 2 will be probationers.</p>		



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	<p><u>Facebook photographs of 'before' and 'after' Treasure Island</u></p> <p>The Partnership would like a rational as to why Councillor Evison thought it appropriate to take before and after photographs of Treasure Island which implied that the school was not using the room for purpose and then post them on Facebook. The Partnership feels that the post did not represent the school in a fair fashion which is extremely disappointing as the school felt they had a good relationship with Councillor Evison. Additionally the Enhanced Provision Room has been used continually throughout the year and is still waiting on the 3 FTEs for the room. Enhanced provision is a highly sensitive subject, with the consultation having to be undertaken for a second time. The Partnership felt the post was demoralising and unproductive and wished to understand the rational behind the post and to make their feelings known. It was agreed that in Councillor Evison's absence at the meeting an email would be sent with this information to her, copying Maria Walker and Victoria Smith.</p> <p><u>2016/17 Improvement Plan</u></p> <p>Mrs Garnes presented the 2016/17 Improvement Plan. The main points of the plan included growth mindset, progression frameworks, numeracy and Big Writing.</p> <p>The plan will be published to the school website for Parents to view.</p>		
3	<p><u>Headteacher Update</u></p> <p>Mrs Garnes thanked the parents from the Parent Partnership for their continued support during her time as Head Teacher.</p>		
4	<p><u>Pupil Council</u></p> <p>The pupils have completed a health and wellbeing questionnaire. Mrs McKechnie will met with the Pupil Council to analyse what has been said and will then present the questionnaire and analyse to the Parent Partnership.</p>		



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5	<p><u>Project Update</u></p> <p><u>Playground Improvements</u></p> <p>A meeting has been held with Tom Buchan and Councillor Evison for installation of the MUGA. We have been reassured that it's in hand and that planning permission is to be heard on 28 June with installation over the summer holidays. It's been confirmed that once installed the MUGA will belong to the Council and they will take ownership of the maintenance.</p> <p>Still ongoing work to source someone to build our mud kitchens.</p> <p>A positive meeting has been held with Grounds for Learning. We are waiting on plans and costs.</p> <p><u>Fundraising / Grant Updates</u></p> <p>Messy Play day was a very successful raising £1,700.</p> <p>We are still waiting on the £36,000 from the Developers Fund to be released.</p>		
6	<p><u>Treasurers Update</u></p> <p>The PIP bank account currently sits at £30,850 which includes:</p> <p>£1,703 from Messy Play Day</p> <p>The PPP account currently sits at £88.</p>		
7	<p><u>AOB</u></p> <p>The Parent Partnership require a new Treasurer and welcome any parent who would like to undertake this role. A Treasurer is needed from our next AGM meeting in August. It was proposed that promotion of the Partnership in the form of a leaflet be available for new Primary 1 parents during the 2 weeks from Thursday 18 August.</p> <p>Next meeting will be the AGM on 30 August 2016 at 6.30pm in the Staff Room.</p>		