

## ATTENDANCE

Kathryn Michie, Kirsten Laing, Libby Davidson, Lesley Buchan, Joanne Lord, Kathryn Rintoul, Estelle Winward, Katrina McCartney, Katie Budge, Carol Harper, Leah McKinnon, Jane Brown, Elaine Yeats, Morag Jessiman

### 1. APOLOGIES

Helena McKerron, Fraser Edward, Donna Sim, Michelle McLintock, Ruth Scott, Hazel Fraser, Rebecca McLennan, Elizabeth Buchan

### 2. MINUTES OF LAST MEETING AND UPDATES

The minutes of the last meeting were approved with no updates or amendments.

### 3. MATTERS ARISING

- i) Update from the Roads Department Site Visit (LM)  
Ian Daniels has proposed to fit 2 heavy duty bollards at the bottom corner of Meadowbank. This would, in the event of an accident, prevent vehicles from mounting the grass/path there. The expected timeline for these works to be carried out is over summer.  
Ian Daniels to look into options/costings for pedestrian barriers on Commercial Road. There was discussion around placement and whether or not it may be possible to modify the existing baffle.
- ii) Funding Request for the P7 Leavers Event (LM)  
This matter will be discussed at the next MPiP meeting.
- iii) Update Re: Summer Picnic Preparations (LM)  
To be held between 1300 and 1500 hours on Saturday 13 June 2015.  
Activities planned include: face painting, glitter tattoos, bouncy castles, Beat the Goalie, Jumpin Jax, Rhythm Box, balloon modelling, and a tea/coffee tent.  
Pupils are currently working on a poster to advertise the Summer Picnic. This will be distributed in due course.  
A "Save the Date" notice will be placed on Facebook and the school website to highlight the event in advance.  
The intention is to contain the event wholly on the playing field. Discussions are ongoing as to whether or not we will be able to supply power to the tea/coffee tent, with a suggestion that the local Scout group may be able to provide gas stoves.  
The event requires 25-30 volunteers to help out on the day. This involves setting up, covering the activities (on a rota basis, if numbers allow) and helping to tidy up at the end of the event.  
Requests for volunteers for the event will go out in due course and will be highlighted on the Facebook page.

iv) Renewal Deadline for Education City (KM)

There were 14 responses to the request for feedback regarding Education City. 2 parents said their children had not used the package in the past year. No one said they would not want the package to be renewed.

Positive comments:

- Children enjoyed using the package and engaged with the format
- Children enjoyed using the package within school
- Children can compete in maths challenges with children from other schools. This helps to promote internet safety.
- Allows parents the chance to see what level their child is working at
- Well-presented package
- Several parents commented that their children preferred doing their homework this way
- Children can try to beat their previous achievement level, which gives them a good target to aim for

Negative comments

- Not used regularly enough
- Needs Adobe Flash Player which is not available for iPad and some Android tablets
- Inconvenient to have parts of the site unavailable out with school hours
- Other schools make greater use of the package
- Not always homework set up on the site so it cannot be used
- A problem if there is no internet/computer at home
- One P6 pupil felt the format to be 'babyish', P7 pupils in the composite class do not use it.

One parent suggested that the school provide information to parents about Education City at the P1 induction.

Carol Harper gave feedback from the teachers that echoed those views expressed by parents. Katrina McCartney highlighted the Puffin Academy app. This can be used to allow Education City to be accessed from iPads and tablets. The teaching staff felt that the programme was best suited to pupils in P1-4. The upgrades to the new Glow system at both an Authority and National level may mean that this is more in keeping with the work for P4-7 pupils. However, it will be some time before the Glow system is fully "up and running" for this purpose. After some discussion, it was felt that the most appropriate renewal contract would be for P1-4 pupils only. This will cost £501.75 and will be reviewed again next year in light of further developments with Glow and other online resources.

#### 4. Head Teacher's Update

Katie Budge (Acting Head Teacher) is currently covering Mr Beaton's post during his absence. Ms Budge thanked both staff and pupils for the warm welcome that she had received since joining Meldrum School.

##### Staffing

Interviews have taken place for the fixed term post of Nursery Nurse for the period of one year. The interviewing panel felt that the quality of applications had been very high and were able to report that an appointment had been made to the post. Whilst Mr Beaton has been absent, his class contact within the Nursery has been covered internally by other staff. Carol Harper has overseen the teaching of pupils in Room 7 during a period of teacher absence. There had been a concern raised by a parent regarding the consistency of staffing and the impact on pupils affected by these changes. Unfortunately it is not always possible to ensure that pupils have the same teacher every day as staffing continues to be an issue across the whole Authority, and not restricted to Meldrum School. Lack of supply staff means that staff are trying to cover a variety of classes during absences, as well as maintain their non-contact roles and responsibilities.

##### Assessments

The Scottish Survey of Literacy and Numeracy (SSLN) assessments have been taking place over recent weeks. Pupils in P4 and P7 have been targeted, with the 3 pupils chosen at random from each class to undertake these national assessments. The purpose of the SSLN assessment is to gather statistical evidence of improvements in attainment taking place in Scottish schools. Pupils undertake the work anonymously in online assessments.

Pupils in P3 and P7 have undertaken Authority led assessments, INCAs. Again, assessments in Literacy and Numeracy are used to provide information on levels of attainment within cluster groups in the Authority. Pupils undergo these assessments every 2 years and the evidence is used to Monitor and Track pupil attainment and areas of best practice within schools. The information also helps to inform internal Quality Assurance.

##### Health and Wellbeing/Citizenship

P4 C/E have asked to set up a cake stall with a view to raising funds to send to children in Nepal following the recent earthquake.

"Being Cool in School" – this resource has been purchased as a way of furthering pupil understanding and confidence in dealing with behaviour/anger management strategies. The resource will be used in Circle Time and Drama to help open up discussion on ways of coping with feelings and behaviour, and to encourage positive reactions to situations and events. Leaflets with more information for parents will be sent out in due course.

##### Open Classroom

An Open Afternoon is planned for classes on Wednesday 17 June. All classrooms will be opened for parents to come in and find out more about the learning that has been going on during this term. Parents of the new P1 pupils will also be invited to come along. The

classes will be open from 2pm until 3.15pm. More information on the event will be sent home in due course.

#### P1 Transition

The next meeting for new P1 parents will take place on the 10<sup>th</sup> of June. Tea and coffees are to be organised and served by the MPiP Group Reps.

#### Climbing Wall

Carol Harper has had an email to say that the internal sub-structures of the existing climbing wall are safe and that only the external panelling requires replacement. The Authority will cover the cost of this refurbishment and the climbing wall maintenance will then be adopted by Robertsons.

#### 5. Treasurer's Update

Accounts are up-to-date with the exception of two school trips to Satrosphere and the P1/2 trip to Alford.

The last Rag Bag collection raised £126.

The Boden Shopping event raised a total of £541.98 once all returns had been reconciled. Further commitments for the remainder of the year include a P7 leaving present and new diaries for the incoming P7 classes.

#### 6. Fundraising Update (EY)

A big collection for the Rag Bag is due to be held on the 15 May. A reminder of the event is to be posted on the Facebook page and website, with a bag-drop of textile bags and covering notes to be sent out in due course. The last "big" collection raised £267. As accounts for the group were looking healthy for the time, it was suggested that this collection is donated to the UNICEF Nepal Fund, in keeping with the charitable fundraising suggested by the P4 children. This was passed by unanimous vote.

Sports Day is coming up on the 5<sup>th</sup> of June (12<sup>th</sup> if weather is unfavourable). MPiP will supply water and a snack. A discussion followed regarding whether the Sports Day would remain in the current format of 'potted sports' or move to more traditional competitive races. Staff will survey pupils to find out their wishes in this regard, so no change will be made for this year. It was suggested that Secondary pupils (either Sports Leaders or former Meldrum School pupils) might be willing and able to assist in the running of the Sports Day. JB to assess the viability of this with Academy staff.

Spree Booklet – these will be issued in the early part of the new school year. Staff were asked to provide an estimate of the numbers of booklets required.

Christmas Fayre – a request has been received from Westbank Nursing Home to change the proposed date of the Christmas Fayre (28<sup>th</sup> November 2015). There were numerous factors considered when this date was identified and after discussion, it was felt that regrettably we would not be able to do so.

EY raised the possibility of passing on responsibility for the Christmas Fayre to another interested party. It was suggested that an email be sent out to the Parent Forum seeking a new volunteer to take ownership of this event, which is our biggest annual fundraiser.

Easy Fundraising has raised £221 so far. A parent enquired whether it was possible to have the rankings from the cause page removed. LM contacted [www.easyfundraising.org.uk](http://www.easyfundraising.org.uk) and was advised that unfortunately cause pages are not customisable.

House T-shirt forms are due to be returned to school this week.

#### 7. MPiP Group Reps

No feedback was made at the meeting, due to absence but was provided in a subsequent email from Donna Sim.

Group Reps were involved in helping to display school uniforms for nursery parents prior to the order for new uniforms being returned. Many parents were unaware that this was happening, so it may be useful to inform parents that this will be on offer for future events. Group reps would be happy to be involved in supporting this again.

The Reps are happy to be involved with handing out refreshments at forthcoming induction evenings, although the Group are not sure about whether this is required. Feedback on dates for nursery and P1 induction events have been requested so that planning for these events can be undertaken.

Group Reps will be having their first meeting about the Halloween parties in the next couple of weeks. If anyone has feedback on what they would like to see or what they feel could be improved about these events, please contact Donna Sim at [thesims25btinternet.com](mailto:thesims25btinternet.com) before Wednesday 27<sup>th</sup> May. Sarah Mack will give feedback to the rest of the group on what worked well from the year that she organised the event.

#### 8. AOB

Carol Harper raised the issue of on-going problems with speakers for SmartBoards not working. The total cost for all classrooms to be upgraded to new speakers is £3073.20. This would be a benefit to the learning and teaching environment and the investment would benefit the entire school community. Unanimous approval to pay for this upgrade to existing equipment was given.

Katrina McCartney raised the issue of trying to ensure that there are enough parent helpers to help with the running of the P6 Bikeability programme. A letter and Facebook request for more volunteers were to be organised. Training is required, but parents would only have to attend one of the two training sessions on offer for pupils. Discussion of the importance of such extracurricular activities suggested that all parents present recognised the value of the programme.

**NEXT MEETING MONDAY 8<sup>TH</sup> JUNE, 7PM, SCHOOL STAFF ROOM**