

Title of Meeting: Comely Park Parent Council Meeting	
Venue of meeting: Staff Room, Comely Park School	
Date of meeting: Wednesday 6 May 2009	
Attendees: Mr Watkinson, Mel Brookes, David Henderson, Stuart Duncan, Dawn Anderson, Sheila Ferguson, Carol Vause, Jill Kemp, Lynne Bennett, Barry Smart, Steven Pearson	
Apologies: Dougie Kennedy	
1	<p>Welcome In Dougie's absence, Mel welcomed everyone to the meeting.</p>
2	<p>Playground Update Mel and Barry updated everyone on the current position re: playground improvements. We have now received acknowledgement from Awards for All that our application is complete and is being reviewed, with a decision within 8 weeks i.e. by the end of June at the latest.</p> <p>We all agreed that, assuming our application is successful, we'd like to make a start on the playground improvements over the summer holidays, subject to any restraints/issues from Falkirk Council, as the pupils have waited a long time to see our (and their) ideas become reality.</p> <p>Mr Watkinson will include a brief update on Awards for All/playground in the next school newsletter.</p>
3	<p>Eco School Award Mr Watkinson advised us that Comely Park School (CPS) has just been awarded the Eco Green Flag, which we should receive soon. However, we now need to buy a flagpole to put the flag on, which he understands costs c. £400. Stuart said that Ineos runs a scheme which may help towards the cost of this – he will look into it and let us know.</p>
4	<p>Raising the profile of the Parent Council Concern was expressed that not enough parents are aware of what the Parent Council does. A great reason to communicate with parents will be when/if we are successful in our Awards for All bid, as we will then be able to communicate a real tangible that will be of benefit to all pupils.</p> <p>The school website does not have a link to the Parent Council one, although Mr Watkinson said this is due to be addressed shortly with the upgrading of the current school website.</p> <p>We agreed to have a stand at the PTA Spring Fayre on 16 May, to give us another opportunity to communicate with parents.</p> <p>Can we make up a P1 induction pack for new parents to the school, to give them information on the Parent Council? Mel will go along to the Induction meeting next month to speak to the parents and encourage them to get involved.</p>
5	<p>In Service Days There will be an extra In Service day on 18 May, but no extra In Service day for Falkirk Cluster schools on 18 August i.e. CPS starts back on 18 August, not 19 August. There will be an extra In Service day in October week instead.</p>

6	<p>Possible topics for 2009-10</p> <ul style="list-style-type: none"> - Curriculum for Excellence (highlight areas where parents can influence how CPS implements it) - Class finish times for Nursery, P1, P2, P3-7 (Mr Watkinson said there was a proposal to end all classes at 3pm, but this was knocked back when the asymmetric week was proposed by Falkirk Council) - Playground shelter (or lack of) - School lunches - Playground upgrading - Playground security - School bus, especially additional adult supervision apart from the driver - School budget for 2009-10 - Parking/road safety - Additional support for learning (especially for non-English speaking pupils)
7	<p>P1 2009-10</p> <p>Mr Watkinson updated the meeting that there will be 60 pupils in P1 in August 2009, split across 3 teachers (as per the current P1). Not all placing requests have been granted, due to the number of catchment area children coming into P1 and all placing requests have now been notified either way.</p>
8	<p>Chairperson Replacement</p> <p>Sheila nominated Mel as a replacement Chairperson for Dougie and this was agreed by the meeting attendees. Sheila agreed to take the role of Vice Chair, which was also agreed by the meeting.</p>
9	<p>Finance – remaining expenditure decision</p> <p>David updated the meeting to say we have £530.32 in our account, which we need to use or lose by 30 September (when we need to submit our accounts). We can only use this money for administrative purposes e.g. photocopying, paying an external clerk etc., not for paying for capital items to help the school.</p> <p>However, if we don't use the money by 30 September, we can agree to have this transferred into the school's account by Falkirk Council, reserving 20% for the next financial year.</p> <p>We all agreed to request that remaining funds be transferred into the school's account.</p>
10	<p>Next meeting date</p> <p>Our next meeting will be on Wednesday 10 June at 7.30pm in the Staff Room.</p> <p>Prior to this meeting, the following action points were agreed: -</p> <ul style="list-style-type: none"> - Sheila will investigate alternative sources of funding for the playground improvements - Barry will draft a letter to seek funding from local businesses - We need to speak to Alan Livingstone/Elspeth re: the saplings donated by Woodland Trust (which are currently in the quad). Barry will forward Elspeth's e-mail address to Mel

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Name of issuer: Mel Brookes
Contact details: 07525 234379