Muckhart Primary School Parent Council - AGM Minutes

Monday 29 October 2018

Location: Muckhart Primary School

7:00 – 8:30 P.M.

In attendance: Lesley McGlinchie, Jayne Price, Susan Stephen, Clare Davis, Becky Graham, Allison Coppock, Eilidh Wallace, Liz Logan, Sarah Jarvis

Apologies: Cindy Onken Glimm, Val Whyte, Carol Seath, Catriona Carvey, Sarah Smart, Julie Armstrong Pringle, Nicola Taylor

**Welcome & Introduction**

Jayne welcomed all parents to the meeting

**1.AGM Annual Reports:**

**Headteacher’s Annual Report**

Lesley reported that this year there has been a successful focus on attainment in reading and numeracy. Lesley shared the School improvement plan, building on the existing good culture of enjoying reading they will be working to improve comprehension across the curriculum. Teachers will be taking part in an upskilling program “Tapestry”. The school is taking part in Ready for Learning initiatives – calming and alerting spaces and resources.

**Chairperson’s Annual Report**

Jayne ran through the events of the year, she reported that the Parent council and forum have been supportive and positive over the move to 2 classes. The Parent council and forum have been involved in the Clackmannanshire budget consultation and Clackmannanshire’s Quality Assurance days and many hours of volunteering at the school. Fundraising events are regular. Through the parent council funding has been secured from the Edina Trust Science Grant Scheme and Tesco Grant for new garden benches. The parent council has contributed funds for Buses for trips, golden day activities, an active learning panel for 1 class and an author visit. At parent council meetings parents have learned of new initiatives in the school. The parent council face book page is very active, with teachers and parents sharing learning, events and ideas.

**Accounts**

Susan shared the accounts for the year, which have been verified. With planned fund-raising we will need to raise £1000 for transport to Lockerbie.

**2.Election of Office Bearers**

**Chairperson** - Becky Graham volunteered – Jayne proposed **Becky** and Susan seconded

**Treasurer** – Susan Stephen volunteered to continue till April – Clare proposed **Susan** and Jayne seconded

**Secretary** – Clare Davis volunteered - Jayne proposed **Clare** and Susan seconded

**3. Membership of Parent Council**

All those present were asked if they were interested in joining the parent council and Jayne explained what this involved. 4 new members joined - Eilidh Wallace, Sarah Jarvis, Allison Coppock and Liz Logan joined. Clare confirmed the current official member list of the parent council is now: **Becky Graham, Susan Stephen, Clare Davis, Jayne Price, Kirstie Nelson, Val Whyte, Catriona Carvey, Eilidh Wallace, Sarha Jarvis, Allison Coppock and Liz Logan. (11)**

**New chair-person role** - Jayne handed over the chair-post to Becky. Becky thanked Jayne for her work as chair-person, sharing how dedicated and supportive Jayne has been.

**2. Minutes of previous meeting** on 29.10.18 approved

**3. Matters arising**

* **School face book page** - Lesley reported she has set up school face book page for outside interest. There was discussion about how prospective parents might find it

Action - Lesley to share school face-book link with community council and Muckhart Gets Together

* **School Website** – Lesley reported that she and her team are going to work on up-dating existing school website
* **Former Pupils’ Link** - Val had shared that the page is taking on the theme of asking former pupils to identify themselves, where they are now (geographically) and career path. The hope is to build a live group that we can share what is going on at Muckhart and use the data to inform the children what can be achieved after leaving. There has been some interest as Val has discussed with local former pupils and should be live by end of November. It was suggested that we could find out about any interesting hobbies / achievements too. There were questions about the nature of the site, how would people find it, would it be linked to community council page?

Action – Val to update parent council on former pupils’ link at next meeting

* **Community volunteers** – Val had asked for suggestions for other areas to help. The community garden upkeep / tidy was suggested. Becky asked about the nature of the list, is it possible to look at the list to match particular volunteers to particular jobs.

Action – Val to update parent council on community volunteers at next meeting

* **Councillor visit** – Lesley suggested this could be organised during the school day for feedback from children

Action - Becky to email Councillor Lindsay to invite him for a visit during school day

* **Garden tidy** – Susan fed back that over 15 people helped despite the weather. She will plan another one for the spring
* **Halloween Party** –there was discussion and it was agreed it was a big success, inclusive and free for the children, (parent council pay for it). Timing was discussed and it was agreed that the majority of parents like the timings. Allison suggested inviting new families

 Action - Susan to book the DJ and hall for next year (25 October)and invite new families to Halloween disco

**4. Clackmannanshire outdoor nursery**

Becky reported that Ann Pearson had spoken inspiringly at the Clackmannanshire termly parent council meeting that this fully outdoor nursery would be in Muckhart in the school, 2020 at earliest

**5. Fund Raisers**

* **Soup and sweet** –Becky reported that Kirstie has advertised through leaflets, posters and the Alloa Advertiser. Becky asked for more helpers on day. Jayne said she will put up a Bric a brac to be handed in reminder on facebook. Catrioina had offered to raffle a xmas hamper – it was agreed this is a great idea and asked if she would need help to organise this
* **Xmas cards** – Carol has organised this, she has put up a face-book reminder to hand them in
* **Recipe book idea** – Becky reported she has researched websites and she talked about costs. Eilidh suggested sponsorship adverts and pages. Becky suggested having a group to organise this perhaps in time for the bbq. Becky said she is happy to organise this and get volunteers to help

Action – Clare to put Recipe Book on agenda for next meeting

* **Xmas trees** – Jayne reported that she and Allison are going to organise this. Trees will be delivered to school so they will cost more. Jayne suggested 8 December for delivery.

**AOCB** –

* School lets - Lesley reported that we will now be billed for janitor use at school lets
* Edina trust Science Grant scheme- Lesley explained that there is a grant from the Dundee science museum trip to cover the bus. Becky explained that last year’s grant award (2017-2018) is paying for the trip to the Dundee Science Centre. We are eligible to apply again for 2018-2019 and Becky is writing a second application which we will hopefully use to buy 3 ‘MagPosts’ magnifying posts supplied by Caledonia Play, Drum) and some science books
* Correspondence – Lesley shared note from Karine Polwart’s cd – with thanks to Muckhart primary school for their inspiring stories (Matsuo’s Welcome to Muckhart)
* Date for Light up Muckhart - 25 November

Next Meetings

*Term Meeting – Monday 21 January 2019*

Monday 7.00 p.m, at Muckhart Primary School

Motion to adjourn was made at 9.00 p.m. and was passed unanimously.