**Crossmichael Primary School Parent Council (PC)**

**Annual General Meeting (AGM) Minutes - Monday 10th May 2021 at 7pm on Zoom**

1. **Apologies** – Lucy Wilson, Natalie Richards, Emma McCracken, Charlene Saunderson
2. **Attendees** – Gilli Hodson (Chair), Shani McMiken (Treasurer), Rachael Mair, Hannah & Gavin Green, Mary Lidstone-Scott (Headteacher), Sarah Cooper, Jackie & Derek Kernahan, Ben Wild (Vice Chair), Debs Nelson (Secretary)
3. **Approval of minutes of last AGM** – Shani Proposed, Ben Seconded as an accurate record of last AGM
4. **Chairperson’s Report** – Another strange year again, a rollercoaster of ups and downs, return to school after the summer, home learning after Christmas, back to school in Spring with Children and Parents enjoying seeing each other again, being in school and feeling more positive. A few highlights of the past year
   1. Portacabin journey began this time last year with the Parent Council liaising with the council regarding the need for additional space and being instrumental in pushing for timely arrival of the portacabin.
   2. Outdoor Learning Space – Parent council led on applying for the funding, liaising with the joinery team and school team, overseeing completion and now in use, and is already a great asset to the school and in time hopefully to the local community too.
   3. Fundraising – has been really successful despite the circumstances. Halloween Word Scramble, Tea Towels designed by the children which allowed PC to fund an online streamed panto, snacks at the panto and presents/treats at Christmas-time.

Gilli made a speech to mark the end of her 2 year chair-ship but also 20 years of being involved with the PC! She thanked everyone in the PC for all their support and office bearers in particular. She reported Crossmichael Primary School had offered a strong foundation for all her children, building confidence for future work out in the world and urged all parents to continue to support the school.

1. **Head Teachers Report**
   1. Varied year, including - Remote learning, setting up childcare hubs, ICT devices for home, communication getting stronger, including developing use of the school blog, closed class facebook groups, and the addition of the outdoor learning shelter, as a real asset to the school already
   2. Portacabin addition, for p2-4, which was developed and ready after a wee time in the hall for that class on the return to school after the summer.
   3. School was open for terms 1 & 2, involving class bubbles and safety measures, but maintaining the fun and enjoying Christmas with a difference, still trying to maintain treats thanks to PC and hard work of staff.
   4. Remote learning developed during the second time and group calls really helped everyone stay in touch with their class
   5. Pupils returned to school on February 22nd for the early years, with the rest of school following on 15th March ‘21. Lateral Flow Tests for staff began, the vaccine programme moved forward and still being careful we are seeing movement down the Levels which is positive, so huge thanks to everyone for their support.
   6. Term 4 – P7-S1 transition to go ahead remotely, hopefully also with an ‘in person’ visit to the high school at some points – details to be confirmed. Nursery to P1 transition, hoping for visits after the school day with 10 min slots for each child to have a look around and meet their teacher, also hopefully some outdoor sessions with current P1s. Thursday 3rd June aiming for Sports Day, no parents in attendance unless guidance allows, and a P6/7 across partnership trip is bneing arranged, more details to follow. A Fun Day within school is planned, with a picnic on 17th June.
   7. End of year assembly will go ahead, date to be confirmed but hoping P7 parents will be allowed to join if this is held outdoors.
   8. Attainment – seen continued improvement, with targetted interventions working, focussing on P4-7s, plugging gaps where needed, and Mary reported feeling very proud of the school, continuing to remove barriers to learning with fantastic communication and work with other agencies. Individual Support Plans are in place for a number of pupils and the wider community are very supportive of the school
   9. Devolved budget - £137 - better now with repayment for cleaning expenditure etc, £79 school fund , PEF fund £6081 but this will continue to reduce as includes monies for Learning Assistant wages

Mary thanked Gilli for all her guidance and support and especially for expertly managing online meetings and for all her input and support to the school over the years and hopefully keep in touch and help with future musical productions!

1. **Treasurer’s Report** – Shani extended thanks to Gilli also and presented a gift (with the help of Paul) from the PC for the amazing contribution that Gill and her family have made over the years and re-iterated what an asset she has been to the school, and how she will be much missed.
   1. **Opening Balance – £1637.73**
   2. Income
      1. Parental Donations for gifts £305.00
      2. Blackcraigs Grant Funding for outdoor classroom £10,000.00
      3. Donations £55.00
      4. Halloween Quiz £155.00
      5. Tea Towel Profit £548.60

**Income Total £11,063.60**

Balance £12,701.33

* 1. Expenditure
     1. Leavers gifts and gifts for Teachers Leaving £423.60
     2. Returning of funding to Director of Finance £150.00
     3. First News Subscription £202.83
     4. Building of outdoor classroom £9744.40
     5. Thankyou gift £42.00
     6. Childrens Christmas Gifts, crackers etc £105.50
     7. Panto & Snacks £172.84
     8. Christmas Party £63.00

**Expenditure Total £10,904.12**

**Closing Balance £1,797.21**

1. **Election of Office Bearers 2021/2022**
   1. All Office Bearers resigned their post
   2. Ben offered to be interim chair and a group/rolling chair was suggested as a potential good idea
   3. Vice Chair – This role remained vacant and the option of how to fill this, or create a rolling chair idea will be looked into further by Ben
   4. Treasurer – Shani is willing to remain as Treasurer for another year - Sarah proposed, Derek seconded
   5. Secretary – Sarah offered to be Secretary – Ben proposed, Jackie seconded,

Thanks to all those who volunteered to take on an Office Bearer role within the Parent Council Committee

1. **AOB** – Thanks again from Gilli
2. **Date of next AGM** – Monday 09.05.22