



James Hamilton Primary, Sgoil-Araich and Sgoil na Coille Nuaidh Parent Council

Minutes – AGM – 9th September 2024

Conference Room, William Mcilvanney Campus

Agenda Item	Action
<p>1. Welcome/Present and Apologies – Laura McChristie</p> <p>LMCC welcomed everyone to the meeting.</p> <p>Attendees: Laura McChristie, Lorraine Dougan, Lindsey Anderson, Debbie Mutter, Lynsey Kerr, Nicola Haswell, Lesley Gillan, Margaret Black, Cllr Graham Boyd, Cllr Barry Douglas and Cllr Neal Ingram</p> <p>Apologies: Cllr Graham Barton, Lynsey Abercrombie, Melisa Brawls</p>	
<p>2. Parent Council Business</p> <p>a) The current office bearers confirmed they were happy to continue in their role for session 24/25:</p> <ul style="list-style-type: none"> - Laura McChristie – Chair and Secretary - Margaret Black – Vice Chair and Treasurer <p>We had a discussion regarding the membership of the Parent Council as most of the members are reaching the end of their primary years. This is to be discussed at a future meeting and how to encourage new members to ensure the parent council and fundraisers can continue.</p> <p>LMCC gave an update of the previous 23/24 session – see Appendix 1</p> <p>MB gave a Treasurers update and provided the audited accounts – see Appendix 2</p> <p>b) The group discussed the 24/25 session and what the focus should be. We felt the Parent Council Improvement plan that we adopted last year worked well and allowed us to focus on key areas and LD and LMCC agreed to draft a Parent Council Improvement Plan for agreement prior to our next meeting.</p>	<p>LD & LMCC</p>

<p>The dates for the next session were agreed as follows, all 6.30pm in the conference room</p> <p>11th November 2024</p> <p>20th January 2025</p> <p>17th March 2025</p> <p>19th May 2025</p> <p>c) Fundraising Update – LA gave an update on the work of the fundraising group - see Appendix 3</p>	
<p>3. Head Teachers Update</p> <p>See Appendix 4</p>	
<p>4. AOCB</p> <p>a) Cycle Scheme – LMCC queried whether the school would be interested in doing a cycle awareness/proficiency session with the senior pupils. LMCC advised this was done prior to Covid and it would be good to see it back. LD advised of the difficulties being with training staff to deliver the sessions but she would look into it with ARA.</p> <p>b) Christmas Fayre – the fundraisers queried the stalls and what they were being asked to do this year and LD advised that Miss Hodgson was running the Fayre and she will ask her to get in touch to discuss with the fundraisers</p>	<p>LD</p> <p>LD</p>
<p>4. AOCB</p>	
<p>Date of Next Meeting: 11th November 2024</p>	

Appendix 1 – Chair’s review of 23/24 session

For the last session, we created a Parent Council Improvement Plan and outlined topics to be covered at meetings for the session, tying in with the School Improvement Plan priorities. For Health and Wellbeing, the session was Respectful Relationships and we heard from Mrs Stewart and Mr Swan with regard to the various school policies and the parent council fed into these policies, sharing ideas and comments from our involvement as parents and how well we thought they operated and areas for improvement.

Our next session covered the Transition arrangements for p1 pupils. Mrs Abercrombie gave us a detailed overview of the transition process and the work the school does in preparing for the transition. It was clear to us how much thought goes into this process and the steps the school takes to ensure the transition process goes smoothly to ensure every pupil and their family has a great introduction to the school. At this session we also heard from Miss Paul regarding Developing your Workforce and the World of Work week that was planned for later in the session. Miss Paul outlined the work she had done for this and the parent council fed into these plans, suggesting topics and speakers. This was a great week which the kids all enjoyed, particularly a great opportunity for our senior pupils to start thinking about life after school.

Our last session with regard to the School Improvement Plan was Literacy. This session was led by Miss Baldie, who provided us with information regarding literacy targets and attainment and the activities used throughout the school to build literacy levels throughout all cohorts. We contributed to these plans, sharing ideas and discussing ways parents and carers could assist with the plans.

Thank you to all members of the parent council for contributing to these sessions.

As well as covering all the topics I've just mentioned, we also heard from Ms Dougan at each meeting, who gave us an update on staffing, pupil equity funding and other relevant information. Thank you to Ms Dougan and all her staff who came to our meetings last year.

Throughout the year our fundraising group has been very active, organising lots of events and applying for lots of funding for projects. During session 23/24, the PC fundraisers raised an amazing £13,520! This comprised £6120 from donations from parents and carers from various fundraising activities throughout the year. These included our first Family Fun Night which was a great success, a fab night enjoyed by all who attended, discos, including a summer disco which our upcoming P1's were invited to, raffles, stalls at the Christmas Fayre, and donut stalls. The remaining £7400 was raised from external grants - £500 from Dobbies, £400 Athletics Trust, £3000 New Farm PB, £500 Scottish Book Trust and £3000 from the Corra Foundation just as we finished up in June. This is a wonderful boost to develop our literacy attainment across the school and we look forward to updates about how this funding has been used in due course

The fundraisers also provided help and support to various school fundraising, including the Cash for Kids major event which we ultimately won. An impressive £12,000!

A massive well done and thank you to our fundraisers, for their time and effort, particularly the funding applications as these can be a huge amount of work. A huge thank you to our parent body for their support for our events - we are lucky to have such a generous and supportive parent body.

Our accounts have been prepared by our Treasurer Margaret and audited by another parent. Thank you to you both for supporting the parent council with this task, it is much appreciated. Thank you to Margaret for all her work throughout the year, keeping the account in order, and to Lindsey for her support with this too

Appendix 2 – 23/24**Accounts****James Hamilton Primary Sgoil na Coille Nueidh and Sgoil-Araich Parent Council****Income & Expenditure Account - August 2023 - June 2024****Income**

Fundraising - Note 1	£ 3,355.80		
Grants Received	£ 3,900.00		
		£ 7,255.80	

Expenditure

Gazebo / Garden Supplies	£ 1,498.68		
Reading Eggs	£ 841.68		
Athletics Equipment	£ 902.18		
Mosaic Project	£ 1,500.00		
Climbing Panels	£ 3,072.00		
Hi5 Leadership x 64	£ 384.00		
P7 Ties / Hoodies	£ 474.07		
World Book Day	£ 93.50		
Panto Buses	£ 407.50		
Football Strips	£ 142.79		
The Haven Costs	£ 122.28		
Stationary Supplies	£ 239.99		
		£ 9,678.67	

Deficit for Period**-£ 2,422.87****Balance Brought Forward****£ 8,226.96****Balance at Year End****£ 5,804.09****Treasurer****Independent Examiner**

Name _____

Name _____

Signature _____

Signature _____

Date _____

Date _____

Note 1 - Fundraising Breakdown

	Income	Costs	Profit
School Discos	£ 1,460.00	£ 503.05	£ 956.95
Spring Raffle	£ 187.55	£ 67.90	£ 119.65
Donut Day	£ 285.00	£ 184.10	£ 100.90
Family Fun Night	£ 172.25	£ 259.99	-£ 87.74
Christmas Fayre	£ 1,267.59	£ 85.84	£ 1,181.75
School Badges	£ 1,257.00	£ 870.00	£ 387.00
Fundraising	£ 952.19	£ 254.90	£ 697.29
McMillan Coffee Morning	£ 538.84	£ 538.84	£ -

Note 2

Within the above balance we hold £3000 in restricted grants from Cora Foundation which was received on 27/06/24 this leaves £2804.09 in the general fund

Appendix 3 - P.C Fundraising Team Update – September 2024

Meeting – Tuesday 3 Sept 6 -7.15pm @ JHPS (Conference Room)

Core Fundraising Attendees: Lindsey Anderson, Debbie Mutter, Nicola Haswell, Laura McChristie

Apologies: N/a

** Fundraisers meet first Tuesday monthly 6-7.15pm at JHPS (Conference Room) – all welcome

During Session 23/24 PC Fundraisers raised an amazing £13, 520 for the benefit of all JHPS/SnCN students (this excludes the Cash for Kids win as it was officially registered in the school's name).

Of this amount, we secured £6,120 in generous donations from the parent/carer body and £7,400 from external grants:

£500 Dobbie's Garden Centre

£400 Athletics Trust

£3000 NFL PB

£500 Scottish Book Trust

£3000 Corra Foundation

Massive thanks to everyone who made this possible and contributed their time and/or cash donations.

EVENTS HELD (June):

Doughnut Day – raised £285 (net profit £101.05)

Badge Pop Ups - £845.50

EVENTS SCHEDULED FOR 2024/2025....

Wednesday 18 September – Family Fun Night – Atrium/Large/Small Conf all booked 9am-9pm. Leisure Halls booked via Faye. Catering support confirmed via Chris.

Friday 27 September – McMillan Coffee Morning – Atrium booked 9am

Friday 25 October – pop up Halloween Tuck (mix-ups/tablet/cinder toffee £1 per bag)

Wednesday 30 October - Halloween Disco – Atrium booked - agreed £3 admission (inc. from £2.50)

Saturday 16 November - 2024 Bag Pack @ ASDA – 10.00-3.30

Friday 29 November – Xmas Fair – confirmed Ms Dougan – Atrium/Large/Small Conf booked 9am-9pm

Parents Night 2024 - **TBC**

TBC February – School Disco – **19 or 20 Feb?**

6 March – World Book Day

TBC mid March – pre-Easter Coffee morning similar to CfK? **Subject to school approval**

End March – Easter Raffle (school finishes 4/4/25)

TBC April – Parents night

TBC May – Summer Disco (Inc. Nursery Movers) – **21 or 22 May?**

6 June – Doughnut Day

TBC June - P1 Transition Event

Mid June – Pop Up Badge Stall

EASY FUNDRAISING – received £68.28 @ 13/8/24

PURCHASES MADE IN LAST MONTH (June)

- Discretionary Hoodies x 5 - £105.00
- Gifted 56 x P1 school badges @ £1.10 each - £61.60 (non cash)
- Doughnuts - £183.95

- Year End Sundries - £30

PURCHASES MAJORITY AGREED AT FUNDRAISING MEETING (SEPT 24):

- Gambling Commission Fee (raffle classed as small lotteries - £40 initial then £20 renewal annually)
- McMillan Coffee Morning Supplies c. £60
- Family Fun night costs
 - o Diluting juice/plastic water cups/coffee cups
 - o Tuck bags/sweets x amount @ 50p
 - o Pocket money items @
 - o KCST Fast Feet - £240 for 2 hours
 - o Laser Tag/Silent Disco £200 (£100 each)

FUNDRAISING APPLICATIONS UPDATE:

MARCH 24 – Trefoil – applied for £2900 (next deadline 23/8/24 – awaiting outcome)

MAY 24 – EAC Renewable Energy Funding – applied 30/5/24 for £5913 for Sensory Garden/Outdoor Classroom – awaiting outcome

MAY 24 - Corra Foundation – applied 8/5/24 for £3000 to support a library afterschool club for all ages and stages (per recent feedback from families). Funding would help purchase the Junior Librarian App/Scanner, locking mobile storage trolleys x 2 and new books. Miss Baldie leading.

WIN CONFIRMED & £3,000 REC'D 27/6/2024

JUNE 24 - New Farm Participatory Budget 2024 – two projects - The Haven (indoor) as a project plus a spray paint artist for storage unit (designed by children). Awaiting release of 2024 funding details but at Sept 2024 this has still not happened in our area.

OTHER NEXT STEPS:

- AMEY - Community Garden/School Visit Programme - in discussions with AMEY to understand what they can offer on either a volunteering basis or delivery of educational sessions for primary children. LA emailed contact 31/5/24. They responded 11/7 to confirm they would be able to help but will revert once they have sorted funding/time/people. Awaiting further update.
- Small Lottery License - September 24 – LA to apply Local Authority license ahead of Xmas Raffle

HT Parent Council Report



Monday 9th September 2024

Sgoil-àraich na Coille Nuaidh Update

It has been a busy start to the new session. We are delighted to welcome 8 new children in August, with another 2 planning to start in January. We also welcome Kay our lovely support assistant, who replaces Mrs Barnie who has taken up a new post in the school office.

We have been doing 'Is mise', 'I am' activities to familiarise the children with each other and also exploring having kind hands.

We have also introduce Seoras the CI SIMOA bear - Safe, Inspect, Monitor, Observe and Act to the children to support the Sgoil-àraich rules and routines.

SNCN and JHP update

We have now spent almost all our Cash for Kids grant. Below is an outline of what we have bought which will benefit children across all three establishments. There is currently £1156.84 left to spend, we are just waiting for those orders to be approved.

- Afterschool clubs £2500
- Folding Goals £1289.90
- Giant Play Tunnel £188.26
- Space Hoppers £37.96
- 10 x Basketballs £150.00
- Bibs £65.96
- Marking Spots £66.00
- Spinning Tops £554.28
- Sensory Equipment £188.88.
- Laptops £2680.80
- Drone £395.00
- Nessy Learning Subscription £660.00
- Books £1000.74
- Numeracy & Maths Resources £810.24
- Gaelic specific resources and games £260.33

We have a busy term ahead with lots of things planned as follows:

- Meet the Teacher
- Maths week Scotland
- Parents Evening
- School photos (*This was moved to this term after consultation with parents*)

School Budget Update

JHPS £2400

SNCN £3000

** £50 left in budget to purchase janitorial supplies

School Fund Update

£6925.45

Of this total the following is allocated:

-£1200 left for CFK

-£2500 for afterschool clubs

-£6000 for panto

AOCB:

- We are PVG'ing 2 regular parent helpers to work with our younger children to offer extra support and practice in literacy and numeracy.
- School Christmas Fayre is Friday 29th
- As you are already aware I am resigning my post as HT of both school, with my last day being Friday 8th November. I am leaving to take up a post at Scottish Government, and am delighted to have spent my last Head Teacher post at both schools. I would also like to express my sincere thanks for the support and hard work of the Parent Council and Fundraising groups for your tireless efforts to support the work of the school. It has been very much appreciated.

End of report