



# Mauchline Primary School and Early Childhood Centre

## Parent Council Meeting Agm

**Monday 15th June 2021**

Attendees: Lorna Donnelly, Kirsty Mccrindle, Lorraine Dougan, Clare Rutherford, Anne Caldwell, Maria Mckell, Jillian Connelly, Helen Donnelly, Cara Phillips. Janna Hall, Allison Burt

Apologies: Hazel Cousar, Cheryl Crawford, Christina Palmer

ITEM No.	TITLE OF ITEM		NAME OF LEAD
1.	<b>Welcome &amp; Apologies</b>  Lorna Started The Meeting By Welcoming All Attendees And New Members Anne And Janna.		Chair
2.	<b>Minutes Of Previous Agm</b>  Agreed As Accurate	Paper 1	Chair
3.	<b>Matters Arising</b>		Chair
4.	<b>CHAIR REPORT</b>  I'd Like To Start The Chair Report For The 2020 – 2021 Agm By Thanking All Parent Council Members For Their Support To The Group And To The School Over The Last Year. It's Been A Very Odd Year Continuing With Virtual Meetings From The End Of The Last Session And The Support Contributed Both Virtually And In Person From Everyone Has Been Appreciated. I'd Like To Also Like To Thank Allison, Cara, Lorraine And Mrs Mcharg For All Of Their Support And Advice To The Parent Council Over The Last Year Keeping Us Updated, Answering Any Questions And Letting Us Into The Parent Council Cupboard ... A Lot!  Due To Covid We Had To Do Things Very Differently This Year, No Discos And No Christmas Fayre Instead Providing Snack Bags For Halloween Supported By Tesco's In Auchinleck And Gillian's In		Chair

Mauchline And Taking Forward The Letter To Santa Project Which Was Well Supported By The Parents With 152 Letters And Presents Going Out To Kids Across The Ecc And Ps. We Also Had A Very Successful Uptake In Our Christmas Card Project This Year And We Also Supported The School Through Christmas Snack Bags For The Class Parties And Also Snack Bags For Christmas Movie Days.

Towards The End Of The Year The Parent Council Consulted With Both The Children's Leadership Council And The Ecc Staff To Ask Them What They Thought Some Of The Fundraising Money Should Be Spent On. Information Came Back Advising That They Would Like More Picnic Benches And A Variety Of Outdoor Equipment Including Boxes Of Outdoor Toys, Pop Up Tents And Board Games And For The Ecc An Outdoor Handwashing Station And Some Outdoor Bags For Activities To Be Kept In. The Outdoor Project Was Supported By A Number Of Local Businesses Which Are Listed In The Treasurer's Report And We Would Like To Note Thanks To Them For Their Support. The Parent Council Have Also Linked With Ayrshire College To Create A New Buddy Bench For The Playground Made By Joinery Students. All Of The Equipment Will Have Been Passed Over To The School And Ecc By The End Of Term.

Due To The Closure Of Auchinleck Academy, The Parent Council Gained Access To The Building And Were Able To Reuse A Number Of Equipment Which Was Not Taken To The New Campus. This Included Stools, And Large Outdoor Bean Bags For The Outdoor Project, Kitchen Bowls And Pots For The Ecc Mud Kitchen And A Number Of Catering Cups / Paper Plates Which Can Be Used Within The Next Session.

As Per Tradition The Parent Council Have Purchased New Ties For P7 Leavers And New Gym Bags For All Mauchline Ecc Kids Going Into Primary 1. These Will Be Passed Over To The School To Give To The Children Due To Covid Measures In Place. In Addition To School Ties For P7s The Parent Council Also Purchased Stationery Sets This Year Supported By Tesco Auchinleck.

The Final Project For The Year Was The Creation Of A Mauchline Primary School And Ecc Recipe Book. A Total Of 62 Recipes Were Received From Both Children And Staff Within The Ecc And School. The Parent Council Also Ran A Competition For A Front Cover With The Winner Receiving A Free Copy. There Were 133 Entries Which Was So Difficult To Narrow Down We Decided One 1 For The Front Cover And A Further 16 Which Were Shrunk Down And Merged To Create A Back Cover. Certificates Will Be Provided To All Children Who Entered. The Books Will Be Sold After This Agm Therefore An Update Will Be Made Available At The First Meeting Of The New Session In Relation To This.

In Closing, For A Difficult Year We Managed To Squeeze In A Significant Amount Of Work And I Just Want To Thank Everyone Again For Their Support To Enable This To Happen. From Ordering Christmas Cards, Wrapping Christmas Presents, Making Up Snack Bags, Checking Out Prices For Equipment And Numerous Trips To The Shops You've All Put In A Huge Amount Of Effort To Make Sure Our Kids Got The Best During Such An Unusual Time. We Are The

	Best Team And I Look Forward To Next Year And Hopefully The Return Of Some Normality!		
5.	<p><b>TREASURER'S REPORT</b></p> <p>BALANCE AS OF 07/05/2021 WAS £2305.48.</p> <p>ACCOUNTS AND BANK STATEMENTS CHECKED AND FOUND TO BE CORRECT AS OF 07/06/2021. ACCOUNTS AND BANK STATEMENTS ARE AVAILABLE TO VIEW ANYTIME.</p> <p>IT HAS BEEN A QUIETER YEAR FOR THE PARENT COUNCIL DUE TO COVID AND ADHERING TO GOVERNMENT RULES AND REGULATIONS.</p> <p>THIS YEAR THE PARENT COUNCIL ORGANISED A LETTER AND GIFT FROM SANTA. THERE WAS A £5 FEE PER CHILD TO RECEIVE THIS. THE TOTAL RAISED FROM THIS EVENT WAS £251.82</p> <p>EVERY CHILD WAS GIVEN A GOODIE BAG AFTER THEIR CHRISTMAS PARTY, THIS COST £99.42.</p> <p>WE ALSO PROVIDED SNACK BAGS TO ALL CHILDREN TO BE ENJOYED WHILST WATCHING A MOVIE IN CLASS. THE TOTAL COST OF THIS WAS £130.56.</p> <p>THE PARENT COUNCIL WERE ALSO ABLE TO PROVIDE SCHOOL BENCHES ALONG WITH GENEROUS DONATIONS FROM LOCAL BUSINESSES. THE SCHOOL RECEIVED £500 FROM WILSON AND DRURY, A1 LUX AND THE BURNS CLUB DONATED £100 EACH AND THE KEYSTORE AND Tps SOLUTIONS DONATED £90 EACH. MR MCKELL, A PARENT OF CHILDREN AT THE SCHOOL VERY KINDLY DONATED A BENCH. ALL OF THIS WAS GREATLY RECEIVED AND APPRECIATED.</p>		<b>Ecc Senior</b>
6.	<p><b>ELECTION OF PARENT COUNCIL MEMBERS</b></p> <p>MEETING HAS BEEN HANDED OVER TO L. DOUGAN TO PRESIDE.</p> <p>AS NOTED ON THE CONSTITUTION THE FOLLOWING MEMBERS ARE REQUIRED TO STAND DOWN AND HAVE THE OPTION TO BE RE-ELECTED.</p> <p>CHERYL, KIRSTY, CHRISTINA AND HAZEL. WE ALSO HAVE 2 NEW MEMBERS TO BE VOTED ON TO THE COUNCIL.</p> <p>ELECTIONS WERE AS FOLLOWS;</p> <p>CHERYL - PROPOSED BY CLARE AND SECONDED BY LORNA  KIRSTY - PROPOSED BY CLARE AND SECONDED BY JILLIAN  CHRISTINA - PROPOSED BY HELEN AND SECONDED BY MARIA  HAZEL - PROPOSED BY LORNA AND SECONDED BY HELEN  ANNE - PROPOSED BY HELEN AND SECONDED BY JILLIAN  JANNA - PROPOSED BY HELEN AND SECONDED BY CLARE</p> <p>ALLISON BURT WILL STAY ON AS TEACHER REP AND LORRAINE AND CARA WILL REMAIN AS HT AND ECC LEAD</p>		<b>Treasurer</b>
7.	<b>Election Of Office Bearers</b>		

	<p>As Required Every Year The Office Bearers Stand Down And Names Are Proposed For Votes.</p> <p>Chair - Unanimous Vote - Lorna Donnelly</p> <p>Vice Chair - Jillian And Clare Prosed, Jillian Declined And Unanimous Vote Given For Clare Rutherford.</p> <p>Treasure - Unanimous Vote - Cheryl Crawford</p> <p>Secretary - Unanimous Vote - Kirsty Mccrindle</p>
8.	<p><b>Minutes Of Previous Pc Meeting</b></p> <p>Agreed as accurate</p>
9.	<p><b>Matters Arising</b></p>
10.	<p><b>Head Teachers Report</b></p> <p style="text-align: center;"><b>End Of School Session 2020/21</b> Monday 14<sup>th</sup> June 2021</p> <p><b><u>Ecc Update</u></b></p> <p>Our Outdoor Champion Undertook A 6 Week Block Of Virtual Natural School Which Was Delivered To Outdoor Champions Across The Whole Of Scotland. The Ecc Have Now Been Awarded Our Virtual Nature School Award.</p> <p>For The Month Of June, We Have Been Providing The Children With A Variety Of Learning Experiences In Relation To Our Transition Topic, Stick Man. This Topic Will Be Carried On For The First Two Weeks Of The Children Attending Primary One As Part Of Their Transition Topic.</p> <p>The Pre-school Children From Both Bubbles Have Had The Opportunity To Visit The Primary One Playground Weekly To Become Familiar With The Surroundings Of The Playground And They Have Also Had Two Planned Experiences Where They Got To Meet Their Primary One Teacher For A Story In The Playground.</p> <p>The Children And Staff Have Been Working Hard On The Graduation Which Will Be Published On Thursday 17<sup>th</sup> June.</p> <p>Under The Circumstances Due To Covid-19, All Children In The Ecc Have Adapted Really Well To These Changes And All Pre-school Children Have Coped Well With Transition And Are All Ready For Primary One.</p> <p>All Children Are Thoroughly Enjoying Fantastic Fridays Where They Are Able To Participate In A Variety Of Different Games And Dances.</p> <p>The Outdoor Area Has Been Further Developed With Logs And Chips From Eggar And Pipes Sourced From A Member Of The Parent Council. The Parent Council Have Also Bought An Outdoor Sink For The Ecc Which Is Very Useful In Providing A Hand Washing Facility Outdoors, Allowing Staff To Be Able To Provide Snack Outdoors. It Is Clear To See The Children In The Ecc Are Thriving From Outdoor Play Opportunities.</p> <p>Kay A Speech And Language Support Assistant Has Been Attending The Ecc Every Wednesday To Support With The Communication Friendly Environment Accreditation.</p>

Our Paths Champion Has Undertook Paths Small Group Activities With The Pre-school Children, Linking With The Paths Learning Experiences The Children Will Receive In Primary One.

A Ballot Took Place Centrally This Year For The Ecc As We Were Oversubscribed With Applications And Only Able To Allocate 40 Places. All Children Who Were Successful In The Ballot Have Now Been Allocated Their Place. Children Starting The Ecc In August, Their Parents Have Been Informed Of The Child's Group And Keyworker.

### **Primary Update**

#### **School Improvements And Use Of Pef Spending**

#### **Paths-update From Miss Millar**

Paths Is Continuing To Be Embedded Throughout The School. Pupils Will Begin To Work On 'moving On' Lessons As We Near The End Of The Session.

1-1 Teacher Meetings Took Place In April.

P6 Pupils Will Be Trained As 'buddies' For When They Move Into P7. This Will Help Reinforce Messages Taught In Paths Lessons In The Playground.

#### **Covid Recovery- Update From Miss Kirkcaldy (Acting Principal Teacher)**

Miss Kirkcaldy Is Currently Working With A Group Of P3 Children Identified As Needing Support For Numeracy. Support Is Provided Through The Number Box Resource. Ms Neilson Is Working With Groups Of P3 Children Focusing On Developing Literacy Skills, Specifically Spelling Common Words Using The Active Literacy Programme. Groups Of P6 Children Are Supported To Develop Skills In Numeracy, Including Number Processes, Information Handling And Time. Children In P6 Are Also Working On Developing Literacy Skills With A Specific Focus On Reading. Groups Of P2 Children Are Supported To Develop Writing Skills, Specifically Looking At Vocabulary And Sentence Building. This Support Will Continue Until The Summer Holidays.

#### **Maths- Update From Mrs Mckinlay (Principal Teacher)**

Numeracy And Maths Have Been A Priority In Our School Improvement Plan Over The Last Session. As A School, We Have Invested In A Range Of Resources And Training Opportunities. We Have Introduced And Developed A Core Resource – Heinemann Active Maths. This Is An Activity-led Maths Programme, Created Specifically For Scottish Schools, With The Curriculum For Excellence And Active Learning At Its Heart. Ham Is A Fairly New Resource, Which Is Being Embedded In All Classrooms, But The Implementation Of This Has Been Interrupted By School Closures And Lockdown. This Will Continue To Be Developed Next Session.

We Have Also Worked Hard To Embed Number Talks Strategies In Every Class. This Allows The Children To Develop Their Mental Maths Skills And It Enables Children To Learn About Different Ways To Solve And Think About Problems.

Assessments Are Built In To Classroom Practice And Allow Teachers To Track And Monitor The Progress Being Made Regularly Throughout Each Session. This Is Discussed Regularly In Meetings With Sit.

All Teaching Staff Were Due To Participate In East Ayrshire Council Numeracy Training With Lynda Keith (National Numeracy And Mathematics Consultant) And The Sac Team This Session 2020/21. Unfortunately, This Was Again Interrupted Due To Covid And School Closures. All Staff At Mps Will Now Participate In Sac Numeracy Training In Session 21/22. The 'raising Attainment In Numeracy' Programme Contains Very Clear

Methodology And Strategies For Teachers And Pupils Which Supports Consistency In Learning And Teaching And Increased Attainment.

The Children Also Have Regular Opportunities To Access Digital Learning Platforms. All Children Created Password Passports To Allow Home Access To The Digital Platforms For Homework And During Remote Learning.

#### **Literacy - Update From Mrs Cross Depute Head Teacher**

Our Whole School Focus On Using The Eac Active Literacy Programme Continues To Be Our Main Priority And Has Involved Refresher Training For Staff Moving Stages And The Use Of The Teaching Materials During The Period Of School Closure And Self-isolation. New Initiatives Are Being Rolled Out Next Session And Staff Will All Take Part In The Training. Eac Also Funded A Local Digital Reading Resource Called Giglets Which Will Be Further Developed Next Session Also. The School Have Used Pef Money To Secure Accelerated Reader And Myon For The Next Two (Hopefully Three) Years. Clicker 7 Continues To Be Implemented Throughout The School As A Resource Aimed To Help Children Who Need A Little Extra Support With Their Writing, However All Children Can Access The Resource. Nesy Reading And Spelling Continues For All Children From P3-p7. Some P2s Have Begun To Access The Licences That P7 Have Finished With And This Will Roll Out Again In The New Session.

#### **Digital - Update From Mrs Cross Depute Head Teacher**

All Children In P3-7 Continue To Have Access To Glow And All The Resources That This Provides E.G. Office 365 (Word, Powerpoint, Sway Etc). All Staff Are Incorporating Digital Literacy Into Their Teaching. This Means Developing The Children's Understanding Of The Digital World Around Them, Including Advantages And Disadvantages Of The Technologies Available. Staff Have Made Constant Use Of The Blog And Class Pages To Provide Information And Home Learning Whenever Required. Twitter And The School App Continue To Be The Main Methods Of Communicating With Parents And Are Updated Regularly.

#### **Staffing**

- *Our New Senior Clerical Has Been Appointed- Mrs Hazel Drummond*
- *Nicole Dean Is Currently Absent From Ecc-supply Covering*
- *Miss Morrison Will Be Staying With Us For Another Year And Will Be Taking The Primary 6 Class.*
- *Mrs Neilson Will Continue To Provide Education Recovery Support Until May 2022, 3 Days Per Week.*

#### **Pupil Equity Fund Update**

##### **Actual Spend 20/21**

Classroom Assistant 27.5 Hours To March 21	15099
Teacher Pp Element To March 21	4665
Teacher Pp To March 21	3986
Teacher 0.6 Fte To June 20	10604

Nessy	900
Supply Cover 0.1 Fte To December 20	2128
The Consortium	53
Ypo	193
North Lanarkshire Step 2/3 Process	1003
Paths - Barnardos	9010
Renaissance Learning Uk	2000
Additional Staffing Resources To March 21 (Teacher Timesheets)	8111
Holographic Stars	32
Banner	474
Corporate Contribution	2120
<b>Total Spend</b>	<b>60378</b>
<b>Y4 Carry Forward</b>	<b>-£28</b>

**School Fund Update**

Expenditure From 1/08/2020			
1	Cards	£ 55.16	
2	Sign Language Interactions	£ 60.00	
3	Photo Keyrings	£ 8.49	
4	Echo	£ 4.00	
5	Subscriptions – Nessy, Twinkl (School & Ecc), Education City	£ 2,987.59	
6	Christmas Enterprise	£ 309.05	
7	Donation To Ayrshire Cancer Support	£ 80.00	
8	Reading Books	£ 65.04	
9	Parentpay - Lockerbie Refunds	£ 6,420.00	Income In 19/20
10	Ecc Snack	£ 186.76	
11	Buses/Trips	£ 366.00	Income In 19/20
12	Toys/Equipment	£ 113.70	
13	Flowers	£ 25.00	
15	Charanga Music	£ 150.00	
16	H. Grossman	£ 43.19	
17	Red Nose Day	£ 259.50	
18	Gift Card	£ 10.00	
19	Ra Clements - Accountants Report	£ 354.00	
20	Big Picnic - Ice Lollies	£ 56.10	
<b>Total Expenditure From 1/08/20 - 25/05/2021</b>			<b>£ 11,553.58</b>

	<p>As Of 7<sup>th</sup> may, The School Fund Is Sitting With £2,052.76 In The Bank.</p> <p>Primary 7 Will Be Using £ 219 Of This, Which They Raised Through Their Enterprise Project, For End Of Term Class Treats.</p> <p><b><u>Quality Assurance/ Sip/ Pef 2021/22</u></b></p> <p>We Have Had A Good Return Of Questionnaires From Parents And Carers Via ‘forms’. We Have Taken Account Of Their Views In Our Planning For Improvement And Support For 21/22.</p> <p><b><u>Aocb:</u></b>  <i>The School Would Like To Thank The Parent Council For Their Support And Hard Work Across The Year. It Has Been Greatly Appreciated.</i></p> <p style="text-align: center;"><b>End Of Report</b></p>
11.	<p><b>Sub Groups</b></p> <p>A provisional request for vendors will be made for Christmas fair to be able to gauge interest and numbers.</p> <p>Cookbooks are back and will go on sale 8.45 - 9.15am and 2.45 - 3.15pm, volunteers will be required to sell these.</p> <p>Lorraine will enquire if these can be paid via Parent Pay. School will issue slips to parents.</p> <p>Ties have been collected, 41 for RBA and 1 for Hutchesons Grammar. Lorna, Clare and Jillian have organised stationery and bags ready to add ties.</p> <p>Christmas cards. Lorna Will coordinate with Mrs Burt to get cards ready for September weekend.</p>
12.	<p><b>Aocb</b></p>
13.	<p><b>Date Of Next Meeting</b> 6th of September via Zoom (TBC) further dates and venue to be confirmed.</p>