

# Kirkhill Primary School Parent Council

## PARENT COUNCIL ANNUAL GENERAL MEETING

DATE: 8th NOVEMBER 2022

LOCATION: MEARNS CASTLE HIGH SCHOOL

## ATTENDEES

Sidra Hasan Ahmed (Chair), Laura Hutton (Vice Chair), Mark Carter (Secretary), Carly Mason, Manish Singh, Laura Moir, Pujan Rai, Nazia Akram, Joanna Mathisen, Hazel Aitken, Kathryn Chisholm, Sam Thompson, Shona Melrose, Lynda Donaldson, Amy Hale, Jan Coyle, Lynsey Jackson, Gillian McClinton, Kasmin Sarwar, Sally Castledine, Gillian Henderson, Hilary Scott, Michael Fraser, Liz Matthews, Lesley Menzies, Shabana Hussain, Pam King, Lorna Gray, Cllr Andrew Anderson, Cllr Paul Edlin, Shona Drewett, Stephanie Fry, Mallika Kadam

## MINUTES OF MEETING

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### Parent Council Annual General Meeting Agenda Items

1. Welcome
  2. Apologies
  3. Parent Council Matters
  4. Finance Report
  5. Head Teacher's Report
  6. Education Reform Consultation
  7. Any Other Business
  8. Date of Next Meeting
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#### 1. Welcome

Sidra welcomed all present to the meeting.

#### 2. Apologies

Jago Brown, Lynsey Hamilton, Lorraine Fleming, Susan Mackay, Wendy Espie, Pete Kewin, Mudi Raja, Diane McCartney, Pamela Cochrane, Michael Fraser, Lesley Menzies, Lauren Hay, Scott Russell, Cllr Cllr Caroline Bamforth, Rev James Boag

#### 3. Approval of Minutes:

Minutes of the last meeting were approved as an accurate record - proposed by Jan Coyle & seconded by Lynsey Jackson.

#### 4. Parent Council Matters

- Equalities Forum (21/09):
  - Child Protection
- Parent Council Chairs Meeting (12/10):
  - Numeracy & Maths Strategy
  - Parental Engagement & Involvement - links to Family Centred Approach model
  - National Consultations: Budget Planning & Education Reform

Requirement for interview panels - the Parent Council can be represented on interview panels for leadership roles within the school. PC members can only sit on interview panels if they've completed recruitment & selection training (which is then valid for three years). Due to COVID, etc all our reps have since expired. There are sessions running at Barrhead High School on Wednesday, 30th November (1:30-3:30pm) and Thursday, 1st December (6:30-8:30pm). Ideally we should have three members with valid training - please let us know if you'd like to be considered.

Activities this term:

- PTA Events approved and used for P1 & Halloween disco ticketing/purchasing. Feedback from our pilot (P1 disco) indicated 80% of respondents supported adopting PTA Events for future KPC events. The advantages of PTA Events include:

- Fully GDPR-compliant
  - Payment engine integration (Stripe) means the platform is an efficient tool for the Parent Council and a 'one-stop shop' for ticketing and payment for parents
  - You must register to use the system first, and all event details and information etc can only be seen once you've registered and logged-in
  - Data collected is automatically purged by the system one month after the event
- P1 disco, first one since 2019. We received good feedback from parents and the event was well attended, even allowing for the disruption in that it had to be postponed last minute due to the death of the Queen. Thanks to everyone for bearing with us.
  - P2-P7 disco was very busy, went really well, we had lots of volunteers, really amazing support, big thank you to everyone. Would be great to carry this enthusiasm over to other events
  - Christmas cards & mugs fundraising project - raised £1400 approx
  - Social Event - this was cancelled at last minute due to a combination of factors, return from COVID, date had to be rescheduled due to P1 disco reschedule, etc. We were up against the deadline for losing deposit and were still some distance from a breakeven point, which is why we made the decision to cancel. We can no longer use school premises as janitor overtime cuts off at 9:30pm and shortly before the pandemic there was a ban on alcohol consumption on school property across ERC anyway. Broom Church doesn't permit alcohol in their church hall either, and also an early cut-off.
  - Winter Fair - 03/12 - planning well underway, need volunteers for stalls, etc.
  - Friends of East Renfrewshire Music - a charity set up for parents of children receiving music lessons in school, looking for volunteers/support. Their AGM will be virtual, on 23rd November.

## 5. Finance Report

In the absence of treasurers, MC provided the following financial details:

- projected cash balance for discretionary spending: £8510.06
- Discos income: £1282, expenses of £338, profit of £944
- Income from festive arts project (so far): £535

## 6. Head Teacher's Report

Liz Matthews provided her Head Teacher's Report:

Pupil Leadership Groups - in 2019 we changed our approach to ensure everyone is able to participate and contribute, and also enabled P7s to take on leadership roles. This year with all restrictions lifted, we're able to mix groups across school again rather than specific year groups. Every pupil group will provide updates to the whole school throughout the year

There will be a survey issued shortly to ask families to volunteer to help with the groups.

Reminders on attendance and lateness, and safe and considerate driving and parking around the school.

Playground Equipment update - Scotplay are waiting on a break in the weather to progress with the remedial works we have planned for the equipment.

Pam King gave a presentation on Operation Read! - the Scottish Book Trust has a Reading Schools Award, at the end of accreditation a trophy is awarded, the school is aiming to attain silver level this session. Reader Leaders Pupil Group have worked with staff to create an action plan and activities. P4 have surveyed whole school and put together recommended reading. Also wrote letters to invite guest readers, made a display of good reading role models and 'Ask me what I'm reading' lanyards.

Older pupils have created eBooks created for younger pupils, driven by QR codes. We are also working on improving and developing communal reading areas - and creating reading corners. The Parent Council kindly donated £50/class pre-COVID to assist with this task, which has been on hold due to the pandemic - we are now finally able to progress.

Funding request of £3000 to restock/expand school library, especially chapter books, cultural diversity and inspirational people books. Much of the library stock currently is tired and or not ideal - for example we have a lot of picture books, which aren't really appropriate for older children.

We would also like your help to get our message out about reading for enjoyment beyond school. We would love to create some knowledge, poetry and story suitcases for our P1 and P3 classes - pupils would take it in turns to bring a box home. It is purely to enjoy the book, there could be crayons and a

pad to share how they felt about the book. But it's really just something to encourage reading at home - we're asking for £1000 for this so we'd have enough to rotate and sufficient that it wouldn't only be one or two children benefitting per week.

We would also like to ask for a couple of parent/carer volunteers to help put the boxes together and source the contents, and maybe pop in now and again to help maintain them.

ERC Budget Consultation - the council has a projected budget shortfall over the next three years of £30m, and are therefore seeking residents views and feedback on the options available. Sustained budget pressures over the last few years means opportunities for efficiencies and savings have mostly been exercised and now looking at stark cuts across all council services. There's a URL available for consultation which explains the various options - could have a significant impact on the service provided in schools.

Let's Talk Scottish Education consultation ends 5th December - all stakeholders to discuss the shape of Scottish education in the future. It's important that school staff, councils, PCs, parents all get involved. Important that we all get involved. Ideas discussed will be submitted to consultation but Liz will also take on board any feedback that could be useful/beneficial for KPS.

Themes of the consultation:

Future Learning...

Our Future Equity...

Our Future Wellbeing...

Our Future Rights...

Our Future World...

[We held a breakout workshop session in the latter half of the meeting. Information to be collated and submitted as a KPC submission. Parents encouraged to submit individual/family submissions or groups of parents or by class, etc. Deadline 5th December.]

## **7. Any Other Business**

Approval of Pam' King's spending requests: £3k (books) + £1k (reading box materials) = £4k total, from estimated £8.5k available (once other annual spending taken into account). We will verify with treasurers, but in the meantime at tonight's meeting, the decisions were approved by majority.

P1 Christmas presents, and prizes for the P2-P7 classes (two per class, for their Christmas party games) - these too are typically funded by PC to tune of £2-300 - approved by majority.

Additionally, it was agreed to donate the snacks left over from the Halloween discos to the Food Bank drive.

## **8. Date of Next Meeting**

The next Parent Council meeting will be held on 7th March 2023.