**Woodfarm High School**

**Parent Partnership online Zoom AGM Minutes**

**Wednesday 16 September 2020**

**Present:** Jonathan Edgar (Chairperson), Karen Gurling (Vice Chairperson), Lorna Griffin (Treasurer), Eileen Cabuk, Tim Sharpe, Nicola MacGlashan (Head Teacher), Josef Fuchs (Deputy Head Teacher), Richard Phelan (Social Justice Manager), Sarah Miller (Parent Forum Member), Labiba Ghafur, Fiona Walker (Parent Forum Member), Irene Hemfrey (Parent Forum Member), Gillian Cochrane, Justin McNeill, Lesley Calderwood, Wingmun Devenney, Shaheen Rashid, Angela Cairns

**Apologies:** Rolf Roscher, Humera Ashraf, David Miller

1. **Welcome**

Jonathan E opened the meeting and welcomed all members of the Parent Partnership (PP), members of the Parent Forum (PF) and all staff.

1. **Minutes of Previous AGM/ Matters Arising**

The minutes of last year’s AGM were circulated prior to the meeting. There were no matters arising. They were approved by KG & seconded by EC.

1. **The Chairperson’s Annual Report**

The Chairperson’s Annual Report was circulated prior to the meeting. This was approved by KG & seconded by LG.

1. **Treasurer’s Report**

The Treasurer’s Report was circulated prior to the meeting. This was approved by LG & seconded by EC. Of note we recently received an email from School Wear Made Easy confirming we had raised £327 from online uniform sales from Jan 2019 – August 2020.

1. **Election of Members/ Office Bearers**

Co-Chair Johnny Approved by EC/ seconded by FW

JE signalled his intention to step down as chair at the end of this school year.

Co-Chair Karen Approved by EC/ seconded by LG

Finance Angela Cairns agreed to take up this role following on from Lorna who has been the Treasurer for a number of years. Thanks Lorna for all your hard work in this role over the years.

Equalities Labiba

Communications Richard/ Vacancy

Tim stepped down from his role with communications. Thanks Tim for all your hard work in this role over the years.

Fundraising Uniforms Eileen/ Vacancy

Tasmin Sommerfield stepped down from her role as Uniform Fundraiser last year. Thanks Tasmin for all your hard work in this role over the years.

Rag Bag Karen

Secretary Vacancy

Rebecca Reed was the secretary last year. She stepped down at the end of last year to concentrate on her 6th Form studies. Thanks Rebecca for you hard work undertaking the secretary role last year. Good luck in your exams!

JE encouraged people to have a think about how they could help with the work of the PP & consider taking up one of the vacant positions above. Humera suggested by email that we form a fundraising committee to spread the work.

1. **Minutes of Previous PP meeting**

The minutes of the last PP meeting in February 2020 were circulated prior to the meeting. There were no matters arising.These were approved by KG & seconded by FW.

1. **Recruitment Training**

Humera, Karen & Fiona underwent recruitment training in September 2020. This is great as it means they can represent the PP at Senior Management Interviews.

1. **PP Involvement at Parent’s Nights/ Events**

Due to the Covid pandemic there will be no Parent Evenings for the foreseeable future.

1. **Head Teacher’s Update**

The Headboy & Headgirl produced a video to let the PP know about their plans for the school year. There were some technical difficulties with the sound but we will try to forward the video on to the members of the PP.

Mrs MacGlashan gave the group an update on how the school was coping during the current Covid pandemic. The school had made a lot of preparations over the summer for the pupils’ return in August. Social Distancing was being implemented as per Scottish Government guidelines. N MacG stated that they were finding it strange that everyone was wearing facemasks around the school, but she was delighted and very impressed by the young people in their commitment to "be kind" to each other as they follow the necessary precautions within the school.

The school was ready to implement Plan B Blended Learning (2 days in school / 2 days at home on line learning) should the situation deteriorate with a rise in Covid cases.

There was on-going training in the use of IT, in particular Google Classroom & Show My Homework.

The question about whether exams will go ahead was raised. At present we don’t know as the situation is very unpredictable & changing regularly.

1. **AOCB: none**

JE closed the meeting. He thanked everyone for attending & hoped they found it useful & informative.

**Date of next meeting: Wednesday 4 November 2020**