

**BUSBY PARENT COUNCIL AGM
11TH SEPTEMBER 2017**

MINUTES

ATTENDEES AND APOLOGIES

In Attendance:

Committee Members

Stuart Nicklin - Chair
Atul Sabharwal – Vice Chair
Neil Morrison _ Treasurer

Laura Brookman
Marie McBeth
Shona Robertson
Alison Findlay
Nicola Rivers

Staff

Mark Weir – Acting Head Teacher
Julie Oswald – Acting Deputy Head Teacher
Sandra Curran – Acting Principal Nursery Teacher

Annette Ireland – ERC Councillor

Parents

Sandy Reid
Jo Blyth
Gillian Noble
Salaheddine Smati
Mairi Watson
Tina McLennan
Vicky Hughes
Patricia Anderson
Laura Syme
Yvonne Wallace

Apologies:

Alan Lafferty – ERC Councillor

ACCEPTANCE OF MINUTES FROM LAST MEETING -

An amendment will be made regarding the volunteers found for roles next year (under the review of the year section). To clarify, each post runs for 1 year, and will be made available to all at the AGM as per the constitution.

HEAD TEACHERS PLANS FOR 2017/18

Mark Weir confirmed the applications for the HT role closed on 10/9 and interviews will take place. Until the appointment is made the Senior Management Team assures commitment to the running of the school.

Mark went on to talk about the focus for the year, and the school will be working on Pedagogy, Enhancing parental engagement, Developing Skills Academy. The nursery are looking at pupil-centred planning

The school has undergone some work to accommodate the increasing role. The kitchen has been refurbished and can now offer on-site cooking. A new p2 class has been created, and the old ICT room has become the MACS & General Purpose room as the classes have been equipped with ipads and chrome books.

P1-P4 attended the Edinburgh Book Festival, and staff and parents commented on how enjoyable the guest author/illustrator presentation was. The school are aware of parent feedback on the trip and will be re-considering future visits

The school are delighted to have been awarded the Digital schools award, and Busby Nursery has become the first Early Years establishment in East Renfrewshire to attain the Family Focussed Gold award.

Julie Oswald shared new plans for Golden Time. The Golden Time shop will still run, but it has been difficult to offer the activities due to all available rooms in the school being fully timetabled. The school have appointed pupils to act as Golden Time Reps to discuss alternative options. The reps are hoping to improve the options available to the school, and have already come up with the idea of 'Diamond Time'

Currently pupils fill a passport with 30 stamps to earn a Golden Time reward, but the proposal would see pupils saving 2 or 3 completed passports and trade these in for a Diamond Time activity. Options already discussed include a games afternoon, movie afternoon and a pizza party. Other ideas were to bring in to the school a magician, an assault course and the local dance school.

The school are aware this will increase the cost of Golden Time and are working with the Reps to manage the budget. They anticipate a request of ~£500 from the Parent Council. They will work with the Reps over the next few weeks and discuss funding at the next Parent Council meet for the committee to consider.

CHAIR REVIEW

The Parent Council are an active and dedicated group and have enjoyed great support from the whole parent body. We hope to continue this in future years.

The increasing school role year on year has meant that fundraising remains a priority to ensure we can offer all pupils the same great opportunities as their predecessors.

Every year the Parent Council funds STEM Week (£1500-£2000), Golden Time (£300), P7 Leavers items (£400-£500) along with other ad hoc requests.

Our Xmas Fayre last year offered a different format than before, where pupils took part in Santa School. We also had our annual Summer Fayre. The P7's and their parents ran a very successful and enjoyable Ladies Night, along with a pupils Film Afternoon and Softplay Party to assist in our fundraising.

We thank all parents for their support in attending, volunteering and help with planning these events, and welcome any new ideas and suggestions for fundraising activities.

Last year the Parent Council also consulted on the review of the Order of Priorities for Granting Placing Requests To All Roman Catholic and Non-Denominational Primary and Secondary Schools in East Renfrewshire.

We also took part in the review of the SPTC *Parental Involvement (Scotland) Act 2006* that was fed back to The Scottish Government's *Programme For Scotland 2016-17*

<http://www.npfs.org.uk/wp-content/uploads/2017/05/Final-E-versionpdf.pdf>

<http://www.gov.scot/Resource/0050/00505210.pdf>

We also put forward an agreement to *the Proposed Restricted Roads (20mph Limit) (Scotland) Bill* by Mark Ruskell MSP

https://files.smartsurvey.io/2/0/PNFPTR3I/20170512_FINAL_VERSION.pdf

In August we held our first Toy Picnic for the Primary 1's that had joined the school. This gave an opportunity for new parents to meet each other and the children enjoyed snacks and crafts. The event was well attended and received, and positive feedback was given as parent felt this was beneficial.

TREASURERS REVIEW OF 2016/17 ACCOUNTS

Opening Balance £3345

Closing balance £3367

Our audit has been completed for March 2018 and is ready to submit.

All financial records are available on the charity submission website.

<https://www.oscr.org.uk/charities/search-scottish-charity-register/charity-details?number=SC044512#results>

The Parent Council look to start the school year with a positive balance so that funds are in place for the annual activities we support. Last year our fundraising brought in £5244 – Great effort!

FUNDING REQUESTS

The School have proposed an increase from £300 to £500 to support Golden Time, but will work with the pupils to create a budget/spend and present at the next meeting.

£61.48 was spent on the Toy Picnic.

RESIGNATIONS

Neil Morrison has tendered his resignation as Treasurer after 7 years in the role. The Parent Council thank him for his dedication, and are very grateful for his modelling and planning of the accounts.

Atul Sabharwal has tendered his resignation as Vice Chair after 3 years in the role. The Parent Council thank him for his support over this time.

Carol Robinson will no longer act as auditor for the accounts after this year. The Parent Council appreciate the work she has done for them over the years, and thank her for all her work. The committee agree to send a token of appreciation.

ELECTION/RE-ELECTION OF OFFICE BEARERS, COMMITTEE MEMBERS & OTHERS

Stuart Nicklin has put himself forward for Chair for the coming year. No other applications were submitted. Stuart has indicated this will be his final year as Chair and intends to tender his resignation at the next AGM

Marie McBeth has put herself forward for Vice Chair. No other applications were submitted.

Laura Brookman has put herself forward for Secretary. No other applications were submitted.

Yvonne Wallace has put herself forward for Treasurer. No other applications were submitted.

Atul Sabharwal, Neil Morrison, Nicola Rivers, Alison Findlay, and Shona Robertson volunteered to remain as committee members. No other applications were submitted.

The following have volunteered to be Class Reps

P1 – Laura Syme

P2 - Mairi Watson

P3 – Nicola Rivers

P4 – Shona Robertson

P5 – Alison Findlay

P6 – Vicky Hughes

P7 – Tina McLennan

It was agreed that 1 rep per year group was sufficient as the Facebook groups run per year rather than by class.

Alison Findlay has put herself forward for Fundraising Co-ordinator. No other applications were submitted.

Shona Robertson has put herself forward for Communications Officer. No other applications were submitted.

PLANNING FOR 2017/18

- **Setting of meeting dates –**

With the proposals for the new nursery released, the committee agreed that the first meeting should be set after the plans were published. Annette Ireland will contact Stuart with the date, and the meeting will be set after that. Other meeting dates have been set:

Monday 15th January 2018

Tuesday 24th April 2018

Wednesday 30th May 2018

These will all take place in Williamwood High School at 18:30

The Committee has proposed moving the AGM from September to June. This will enable the new Committee to be in place for the start of the new school year in August. It is also hoped that it will allow new parents to the school the chance to become involved in Parent Council meetings through the year, and be in a better position to put themselves forward for a position. It has been identified that this may exclude parents from the nursery about to enter P1 from becoming involved. The Parent Council realise this, and will look to ensure that they communicate with the Nursery Committee so that those parents can attend if desired.

This is a constitutional change, and therefore will be presented to the Parent Forum to ensure it is approved.

Halloween Disco has been set for Monday 30th October in Busby Primary.

The Xmas Fayre has been set for Sunday 3rd December in Busby Primary.

- **Outstanding Issues from last year**

School Photos – Parents have noticed a price increase this year. They also do not think the quality of the photos is very good, and highlight that family groups have been missed. The P7 yeargroup picture was not taken this year. This will be added to the agenda for next meeting and Class Reps will communicate with their groups to obtain feedback.

Walking to school – the safety issues of walking to school are still an ongoing problem, and will be discussed at the next meeting. Annette Ireland has provided Laura Brookman with a 'Safer Routes To Schools' booklet and will provide Stuart Nicklin with a link to an electronic copy.

- **Fundraising Plans**

P7 have managed to secure a bag pack for September. As this falls within the September Weekend they may struggle to fill the whole allocated time so will look to open it up to the whole school to help out. They also have started planning for other fundraising events.

It was noted that bag packing spots fill up fast, and that feedback for future P7 groups is to apply up to a year in advance. These spots are for charities, and should be requested for Busby Parent Council to utilise our charity status.

AOB

- **Mr Maxwells cupboard**

The cupboard has been filled with Parent Council items, and is now completely full. Laura Brookman is going to spend an afternoon trying to sort and tidy out and may require some helpers. The school are happy for us to carry this out.

- **Annual Insurance**

ERC pay our Public Liability Insurance, and the committee agree to pay the £20.00 supplement.

- **Recruitment Selection Training**

Stuart Nicklin will send details of Recruitment Selection Training for the committee to undertake if possible.

- **Amendment to minutes**

It has been agreed that the minutes will now include a list of Action Points and a review of these will be added to each meeting agenda.