

St Margaret's Parent and Carer Council (PACC) Annual General Meeting

Tuesday 6th February 2024 18.00 to 19.00

Present . 15 parents/carers, 5 staff members and 4 P7 pupils.

Committee members in attendance were Stuart Sutherland (Chair) , Lisa Mc Cran (Vice Chair), Nick Hooker , (Treasurer), Mark Steven (Secretary)

Apologies were received from all other office bearers.

Chair s opening remarks.

The meeting, being quorate, was opened by the chair and opening prayer said. Copies of the current constitution and minutes of last AGM were available. Sincere thanks and best wishes were noted for Mrs Mulholland who has taken up post in St Serfs Primary School.

The purpose and activities of the PACC were outline by the chair, for example the fundraising events and funding of P7 leavers hoodies, the School app and arrange of other resources and equipment to that could not be sources through the supplement the core school budget.

The group also took part in consultations relating to the National Education review and lobbied Fife Councillors on the proposal to remove church representatives voting rights on the education committee.

It was recognised that the fundraising committee are a huge part of the work of the PACC and a note of thanks was given to Lynne, Sarah and Claire who plan and organise so many events to raise funds and benefit the school and its pupils.

The Parent Council is also represented on recruitment panels for senior posts where appropriate.

Formal Business.

Minor amendments to the constitution have been made . The updated constitution will be uploaded to the school web pages.

Office bearers- Claire Potter indicated an intention to stand down as a fundraising committee member.

Nick Hooker indicated intention to stand down as treasurer. Having indicated willingness to take up the role Lynn Gemmell was nominated for treasurer by Stuart Sutherland and seconded by Helen Hutcheon. There being no other nominations Lynn Gemmell was elected as treasurer. A number of roles will become vacant this year including the chair role as committee members children leave St Margaret's. This will be managed over coming meetings to ensure a smooth handover of responsibilities.

An appeal for volunteers to help with committees, fundraising and events was made.

Head Teachers Update

Mrs Mullen gave the Head Teachers update and thanked everyone for the welcome and support she has received since taking up post. Ms O Donnell was introduced in her role as Acting Depute Head Teacher.

The key areas highlighted in the Head Teachers update were;

Attainment – For example St Margaret’s is well above the Maths attainment target set by Fife council of 77% (current Maths attainment level is 88%).

Improvement

The 3 school improvement areas are 1. Improving writing. 2. Developing leader participation across families and communities 3. Developing approaches to digital learning that improve s outcomes for learners. An example of plans introduction of digital leaning journals was given.

Pupil presentation

P7 Pupils, Sophie , Amelie, Rebecca and Georgie gave an excellent presentation on the Free Writing project they have been doing this term. Pupils answered questions and were thanked for their input to the meeting.

Sacraments –Mrs Mullen outlined the plans for preparation for holy communion, confession and confirmation. Fr Syriac and Father Kingham are visiting school regularly for services and events.

Treasurers Update . In introducing the treasurers report the chair noted the PACC was fortunate in the amount of money that can be raised by the school community and that the intention is to spend this to support pupils and staff in the aims of the school. Nick Hooker gave a summary including the recent agreement to fund school sports kits for multiple sports including football , basketball and netball.

The current balance has been boosted by very successful fundraisers such as Christmas Faytre , Raffles , summer fair , Halloween discos. It sits at £5359.42 from an opening balance at start of the year of £3273.87. An ongoing commitment for p7 hoodies, school app purchase of spots kits will cost around 1300. The PACC also fund Rosaries for commemoration of First Communion , refreshments at pupil events and fruit for pupils at snack breaks.

An idea of a pupil year book for P7s was raised by a parent as potential funding idea. It was agreed to discuss this in more detail with School and PACC office bearers to discuss.

An idea of participatory budgeting was discussed where an amount could be allocated and pupils indentify and decide on projects/items to use the funding. It was agreed school and office bearers to discuss further.

Fundraising Update -Forthcoming fundraising events were discussed including

Pancake Tuesday

19th March Silent Disco

Easter Egg Competition

27th March P7 Stations of the Cross at St Margaret's Dunfermline

7th September School Summer Fair

An appeal for parent and carer volunteers was made. Some events such as pupil discos are often oversubscribed for adult volunteers others have too few. Many of the events just require turning up and helping. Volunteers to help plan and organise events are also welcomed.

Two volunteer WhatsApp group are to be set up, one for Organisation and Corodination of events one for on the day volunteers.

AOB Questions for Office Bearers or School staff were invited. A question and full discussion on the support for pupils with additional learning needs was held, both from point of view of understanding how the school support pupils learning and what parents and carers can do.

It was agreed that this would be a great topic for a Tea and Talk Session or Parent and Carer drop in session. Mrs Mullen will explore this with staff team and PACC.

It was confirmed most communication will be through the School app and See Saw. The school website also holds important information for Parents and Carers . This can be accessed via the school app or found at [St Margaret's R C Primary School | Fife Council](#)

The meeting was closed at 1903 with the closing prayer.

Minute taken by M Steven (Secretary)