## Parent Council Annual General Meeting 12th September 2023

### Attendees

Claire Wyatt (HT)

Dawn Pianosi (Co-Chair), Jane Harvey (Co-Chair – standing down), Matthew Pianosi (Treasurer)

Parents; Alastair McIntosh, Sandra Hughes

### Apologies

Scott Mitchell (DHT)

### Head Teacher’s Update

* The school has written and performed/recorded a song with Beatbox which will be shared with all parents next week.
* Breakfast Club is now free for all pupils. There has been a small increase in uptake and a small supply of emergency snacks to ensure no pupils have to go without.
* Mrs Wyatt and Mrs Galvin (Principle Teacher) have been splitting time so far between Culross and Torryburn. They are working up a new rota to ensure someone can spend a full day in each school for continuity between the morning and afternoon sessions and to reduce handover time.
* Active Schools programme will bring engagement covering netball, football and basketball and there will also be a focus on rugby coaching for this term as well as a West Fife tie in for badminton.
* Class Assemblies are being introduced.
* School leaders and prefects have been interviewed and selected, and all P7s have a positive role to fulfil within the school.
* The school improvement plan is going through a re-draft following submission and review and will then be posted to the website.

Discussion points

* Social media and sharing school news/developments: Mrs Wyatt’s preference is to keep Seesaw for learning and development news only. A survey will be sent out to parents to determine which channels of information are most often utilised or relied on for sharing school news and calendar reminders. Mrs Wyatt suggested Parentapps as an application based platform which has worked positively for other schools. Facebook is another alternative.

### Treasurer’s Update

Breakdown of income from the 4 successful events held last academic year;

* Halloween Disco - £75
* Family Christmas Carol Evening & Raffle - £366
* Daffodil Tea - £454 (included a very generous £150 donation from a member of the community)
* Summer Barbecue - £804

Payments provided to the school by the parent council last year;

* £1453 – P7 hoodies and half share of non-fiction book purchase
* £356 – P7 bus for leavers event and school hire for the summer barbecue

Income Total - £1850

Expenditure Total - £1809

Current Parent Council Fund - £2389 as of 12/09/23

### Parent Council Update

Firstly, thank you to all the volunteers who gave their time, skills and equipment to help make the events of last session so successful. Dawn, Jane and Matthew volunteered (due to lack of volunteers!) to take over from the outgoing council members in September 2022 with little knowledge of the events and inputs the parent council had prior to the disruption of COVID. Thank you also to the families and pupils who attended, sang, ate cake and made memories. A special thanks to individuals and local businesses who donated to the raffles.

And here we need to make a special plea for both volunteers for fundraising events and new parent council members. Without engagement from parents and carers, the events that the community so enjoyed last year, and which the children got so much out of, simply won’t be able to happen.

Unfortunately, Jane is standing down as Co-Chair from the parent council effective immediately due to work commitments. Jane was instrumental in helping co-ordinate the school’s first year of successful events post-COVID, especially the summer barbecue. As Jane is also the second signatory to the parent council bank account, this puts us in the difficult position of urgently needing more formal post holders.

The council has been without a Secretary for a year now and with only one Chair, this post urgently needs filled. The commitment needed from the Secretary will be to attend one meeting per term, usually at about 6.30pm on a Tuesday either in person or via Teams/Zoom and produce the minutes from the meeting. The Head teacher usually provides notes for the items covered within their section. The Secretary will also be required to act as a second signatory for the parent council bank account when cheques require to be drawn for the school.

As things stand at the moment, Dawn could potentially facilitate a repeat of the Christmas Carol evening and Daffodil Tea, so long as there is a willingness of volunteers to help both at the event and in the planning. Given the lack of attendance at the AGM, it feels as though it will be difficult to make a Halloween event work, but if there is a strong willingness from volunteers to repeat last year’s event, we could discuss this further. Torryburn Community Council is intending to host a Halloween party on Friday 27th October this year in the community hall which possibly reduces the need for the school to host a disco.

Due to work commitments, Dawn has no capacity to plan a summer event. It would be her strong preference to have a volunteer come forward to stand as Co-Chair once more to spread the planning of events and potentially take a lead on the summer barbecue, even if they could not participate in other events or all council meetings across the year.

As per last year, we would intend to set up whatsapp groups specific to each event so that volunteers interested in helping can receive invites to informal meetings specific to the event and liaise with each other in the run up. Planning for each event typically starts as soon as the respective term starts in the lead up. No contribution is too small!

So, if you’d be interested in being a part of the Council in capacity of a post holder, or you’d like to volunteer to be on the mini-committees of volunteers to help with an event (or two), please drop us an email at [torryburnparentcouncil@gmail.com](mailto:torryburnparentcouncil@gmail.com), letting us know what you’re interested in. Please provide a phone number and your consent to be added to a whatsapp group if you are volunteering for either the Christmas or Spring events. If you are interested in joining as either Secretary or as a Co-Chair, Dawn will give you a call and arrange to meet up for a coffee (or something stronger 😊) to run over what we learned last year.