

ST FRANCIS PARENT COUNCIL ANNUAL GENERAL MEETING



Date: 30 May 2024

Time: 6.00pm

Facilitator: St Francis Primary School

The Parent Council is a group of parents who represent parents' views and work in partnership with school staff and the local authority to achieve the best outcomes for all pupils.

Having a Parent Council allows a collective view of parents to be represented on matters such as the quality and standards of education at the school and other matters of interest.

We have a core group of people who are active in their support and contribution towards helping St Francis continue to move forward.

During the term year 2023/24, the Parent Council was grateful for the support of 1 co-opted member (Fr Eddie) and staff management team who attend the meetings, we have held 4 Parent Council Meetings in this session and an additional AGM/PC Meeting. We usually have 6-10 members attend the meetings.

The Parent Council was used as a sounding board for several new policies and initiatives in the school and members were please with this consultative approach.

Summary of issues that the Parent Council were consulted on, informed of and participated in during the year of 2023/24:

- The school's delivery of the curriculum
- The School Improvement Plan
- Rights Respecting School initiative
- School trips and social events
- Promoting positive behaviours in school
- Parental Engagement
- Literacy Work Pilot

Parent Council Focus, Events and Fundraising Activities

Family Fun Night

We started the 23/24 session with a Family Fun Night, which was held in Blessed John Duns Scotus with the support of Father Eddie. During the evening, we had a DJ, Bingo, Face Painting and a tombola. New Gorbals Housing supported the night with a contribution towards the Hot Dogs and Nachos and we had our own St Francis Soft Bar.

Many of our parents supported the night with the donation of items for the tombola including vouchers for restaurants and beautician appointments.

The parent council went to lots of effort to arrange the night, from planning the activities, sourcing all the tombola prizes, decorating the hall and the background work of all the risk assessments.

All the effort was worth it with 140 people attending on the night and an amazing £1,040 to help support the school throughout the year.

Ash Pitch and MUGA

Through the year the Parent Council have been in contact with GCC and local councillors about the poor state of the MUGA and the ash pitch. St Francis are one of a few schools left in Glasgow with an Ash pitch, however despite numerous discussions with local councillors and GCC we have been unable to make any inroads into getting this replaced due to a lack of funding. The same applied to the MUGA. The parent council have been successful with the support of local councillor – Councillor Siddique in getting the Ash pitches maintained and relined.

We even managed to get a local reporter to publish a piece online about the facilities.

We will continue to explore other ways of raising awareness of this issue.

Road Safety

As you will be aware the street outside the front gate is part of the safer streets programme, meaning that NO CARS should be travelling along that road during the hours of 8.30am to 9.15am and 2.30pm until 3.15pm.

Unfortunately, many of our parents and local businesses ignore this.

The PC have tirelessly been in contact with the road safety team and GCC, the neighbourhood regeneration department, local councillors and the police about getting this safer street programme enforced. From this we have had several visits through the session from traffic wardens and the local police who can issue fines.

This is an issue that the Parent Council will continue to support in the next session.

Primary 1 WhatsApp Community

The parent council are trailing a WhatsApp community for the new primary one parents starting in August. The community has 3 groups within in, one for each class and can be joined using a QR code. The groups will be monitored for appropriate use. One drawback is that all phone numbers are visible within the group, but parents have been made aware.

The idea was presented at the P1 induction days and lots of parents joined. We will encourage people to make contact over the summer to get to know each other.

P1 Parents Coffee Drop In

During the 2nd P1 induction whilst the children spend time in their class the parent council will host a coffee morning for parents to get to know each other.

Co-op Fund

The parent council applied to the CO-OP community fund to be one of the groups that they support and were successful. Our period of being recognized as a supported fund ended in November and we were awarded £1700, This is going to be used for sustainable outdoor learning within the school.

Kano Foundation

The parent council worked closely with the Kano Foundation, through their application process to gain an amazing experience for 50+ of our pupils to attend a Celtic Match in December. The children were given an amazing day out by the foundation which included a packed lunch before the game, early entry, goal side seats and a scarf as a keepsake. Thanks to those parents and members of the Parent Council who were able to volunteer their time on the day to accompany the children.

The parent council will continue to explore other opportunities with the Kano Foundation in the future.

My Childs Art

At Christmas the Parent Council organised for the children to have their drawings turned into Christmas Gifts, through my child's art.

Each child did a drawing in class, which was then uploaded to the site. All parents were then given the details to log on and could choose to purchase their child's art in the form of a gift. They had everything from fridge magnets at £2.00 to water bottles and Christmas cards!

The children and parents loved being able to have these keepsakes and give them as gifts.

It was worthwhile and the PC raised £188 from this activity.

Tuck Shop

The parent council have been holding monthly Tuck Shops to coincide with dress down Fridays at the end of the month. Thank you to everyone who has given up their time to run the tuck shops

and to parents for supplying the pocket money – especially those who sent notes with their children on what they wanted!

The children have loved coming to the tuck shop, not only to buy sweets but also using their money!

We have raised £203.14 from the first two and hope to hold another two before the end of term (31st May and at the end of June).

Bonus Ball

This year we trialled a bonus ball fundraiser on Facebook, people could purchase a number for £5.00 with the winner drawn from the normal lottery getting half the amount and the PC getting the other. Our amazing winner decided to donate their winnings to the PC meaning the bonus ball raised £295!

Our Contribution to School

All funds raised by the Parent Council are used to support the work of the school, extra-curricular activities and extras for the children. In the past year we have supported the following:

- Halloween disco (DJ)
- Buses for the Primary 7 trip to Matilda musical
- Place for the primary 7 residential trip
- Primary 1 Santa Experience (Breakfast and Visit with Santa at Dobbies)
- Foodbank
- Family Fun Night

Membership

The PTC needs new members to keep it vibrant, particularly parents whose children are at the start of their school experience and have a long association ahead of them. Everyone on the PTC brings something different and something useful to make it work, so please don't think you have nothing to offer.

We currently have 12 places of which 11 are filled however we have a few voting spaces becoming available as our current members will leave due to their children moving to secondary education.

If you are interested in becoming a member please contact:

Email: stfrancisprimaryparentcouncil@gmail.com

All parents and carers are welcome to attend PC meetings. Updates from the Parent Council and minutes of all meetings are available on the school website and are posted outside the school office on the Parent Council Notice Board.

We will continue to use the school newsletter, twitter and Facebook to keep you informed.

Accounts Update

Our accounts for this session have been independently audited by Brian Watson, Regional Ops Manager at North Air (contact details can be shared on request) who is not a member of the Parent Council or school community.

It was found that there has been a duplicate payment to Claire Logue of £18.29 related to items for the family fun night. A payment was made on the 30th of August and again on the 03/09/2023 (total of 157.74 – should only have been £139.45 as per the booker invoice). This has been discussed and Claire will repay the monies owed.

Recommendations:

- That when monies are transferred to school an invoice or payment receipt on headed paper or from school email should be provided.
- Format of the accounts could be changed to a P&L format for easier reading and to match statements.
- A debit card should be obtained for the PC account to reduce payments to individuals.

The Parent Council are exploring the option of getting a debit card associated with the PC account to avoid members having to purchase goods and claim the monies back. This has been voted on by members with a majority agreement.

A copy of the PC accounts as of the 30th of May 2024 are shared below:

	BALANCE BROUGHT FORWARD	£ 374.76	30th June 20
	INCOME		
21/07/2023	GCC Annual Payment	£ 400.00	
22/08/2023	Easy Fundraising Income Q2	£ 45.23	
29/08/2023	Income from Hamper Raffle in June	£ 250.00	
06/09/2023	Repayment of Face Painter Payment (Emma Ross) due to cancellation	£ 100.00	
13/09/2023	Income from Family Fundraiser (Cash after DJ and Face Painter Paid)	£ 1,058.30	
01/10/2023	Various Payee - BONUS Ball Fundraiser	£ 295.00	(Note - the v
07/11/2023	Co-Op Fundraiser (ECO Project)	£ 1,776.13	
10/11/2023	Halloween Disco Tuck Shop Income	£ 137.35	
14/11/2023	Easy Fundraising Income Q3	£ 68.47	
15/12/2023	Christmas Tuck Shop Income	£ 251.09	
21/12/2023	Income from Kano Foundation Buses	£ 260.00	
27/12/2023	Additional Kano Foundation Bus Payment	£ 8.00	
27/12/2023	Key Money (outstanding from the christmas shows)	£ 16.00	
11/01/2024	My child's art - christmas crafts	£ 188.98	
13/02/2024	Easy Fundraising	£ 56.22	
22/03/2024	Tuck Shop	£ 182.44	
03/04/2024	Tuck Shop Balance Payment	£ 52.61	
26/04/2024	Tuck Shop income APRIL	£ 190.00	
13/05/2024	Tuck Shop Income Balance of stock from APRIL	£ 62.55	
14/05/2024	Easy Fundraising Income	£ 34.52	
	Total Income	£ 5,432.89	
	EXPENDITURE		
16/08/2023	Deposit for Face Painter - Emma Ross (Family Fun Night) - Paid to CONEILL who paid on behalf of PC	£ 50.00	
16/08/2023	Sweeties for Sweet Cones to sell at family fun night - paid to Claire Logue who paid on behalf of the PC	£ 38.67	
30/08/2023	Balloons and Easel for Fundraiser (Paid to CONEILL)	£ 38.54	
30/08/2023	Postage of letter to Bank of Scotland for Change of signatoreis	£ 6.20	
30/08/2023	Extra Sweets for sweetie cones	£ 18.29	
30/08/2023	Prizes for Games at Family Fun Night	£ 14.50	
30/08/2023	Balance Payment to Face Painter Emma Ross	£ 50.00	
03/09/2023	Payment to Claire Logue for Booker (Bar) and Sundries for Fun Night	£ 157.74	
25/09/2023	Payment to GCC LET - October PC Meeting in School - Paid to CONEILL	£ 51.22	
06/12/2023	P1 Santa Visit to Dobbies - Paid to CONEILL as card payment required	£ 909.35	
06/12/2023	Christmas Show Tuck and Party Supplies - Paid to Claire Logue card payment re	£ 175.20	
18/12/2023	Tuck Shop Supplies - Claire Logue (Greggs)	£ 7.30	
18/12/2023	Tuck Shop Supplies - Cups and Juice - Charisse Oneill	£ 13.00	
18/12/2023	Krispy Crème Donuts - Paid to Jackie Brown	£ 45.00	
18/12/2023	Kano Foundation Buses 23rd December 2023	£ 300.00	
26/01/2024	Let for February 2024 PC Meeting	£ 41.27	
22/03/2024	Tuck Shop Supplies - Claire Logue	£ 159.17	
10/04/2024	May Meeting LET	£ 51.52	
22/04/2024	P7 Theatre Trip Buses	£ 200.00	
22/04/2024	Tuck Shop Supplies (Paid to Claire Logue	£ 155.28	
16/05/2024	Let for AGM in May - Paid to Glasgow City Council	£ 51.52	
30/05/2024	Blairvadoch P7 residential place	£ 150.00	
	Total Expenditure	£ 2,683.77	
	Bank Balance	£ 3,123.88	30/05/2024
	Charisse O'Neill		
	Secretary & Treasurer		