

# PARENT COUNCIL COMMITTEE AGM

## MINUTES 4<sup>h</sup> September 2023

Attendees: M Byrne, T Kalia, C Tasker, L Greatholder, J Stewart, J Lewin

1. **Welcome & Apologies:** E Sidney, D Gatt, T Colyer, D Maver, M Foley, G Smith, G Morrison
2. **Minutes of the last AGM**
  - D Maver had suggested Amazon Cash back scheme all in agreement not to follow this up.
  - L Allan had not officially stepped down from Chairperson position so it was agreed to officially elect J Lewin as new Chairperson 2022/2023.

### 3. **School Report**

#### **Teaching Staff**

Staffing for Session 23-24

- Primary 1-3 – Mrs Alison Field/Mrs Byrne
- Primary 4-7 – Mrs Deborah Gault
- Mc Crone: Mrs Byrne
- SflT – Mrs Clare McCann
- Specialist and Visiting teachers
  - Mrs Dawson (volunteer music teacher)
  - Mr Jack (Diocese Choir Master),
  - Mr Friday (Recorder teacher),
  - Mr Gray (Brass)

#### **School Roll: 39**

P1-3: 17

P4-7: 22

#### **School Improvement Plan**

A copy of the School Improvement Plan is available on request

#### **Standards and Quality Report**

A copy of the Standards and Quality Report is available on request.

#### **Pupil Equity Funding (PEF)**

## Priorities

- Establish a Breakfast Club 3 days per week – Monday, Wednesday and Friday. Post to be advertised. Breakfast Club working hours 7.45-9.15. Opening hours for children 8.00- 8.50
- Development of school playground

## **Therapeutic Classroom**

Children enjoying their new classroom and Mrs Gault is gathering their views at different points throughout the session to monitor the impact.

## **Participatory Budget Programme:** (PB)

After last sessions success the PB is planned for session 2023-24 and will focus on developing Outdoor Learning within the playground. It is planned to work with Education Scotland Officer Mark Irwin as well as establishing a Pupil Group and Parent Group.

## **Additional Funding**

We have been lucky to receive additional funding from Siemens Energy Limited and Robertson Construction and will be working closely with Sarah Howard, Social Value Manager. This funding will support Outdoor Learning within the playground.

## **Sponsor Walk Money**

Each class to receive £1000 to spend how they like.

## **Nursery Report**

- 1) Our numbers remain very low and we are now capped at a capacity of 16 children to meet ratio requirements. We currently have 6 children with another 2 joining us after Christmas.
- 2) Our staffing remains consistent, with small changes with Pupil Support hours, which is to be expected.
- 3) The council is carrying out a Change of Management Plan, reviewing Early Years in Moray. This is to ensure we are running as efficiently as we can and to help the wider council meet much needs savings. As a result the 2 fulltime members of staff have had a reduction in their hours and the manager has moved to a Term-time contract instead of year round. This is an ongoing review, which will last approximately 2 years.

- 4) Although we may be low in numbers, the staff continually to work to an extremely high standard and we received glowing feedback from last years parents, and we know they are sharing their good thoughts with others
- 5) Over the last few years the nursery has undergone a huge transformation, inside and out. We are so proud of the work we have done and are continuing to do. The small numbers allows us to give children extra time and quality and we really know our children and families.
- 6) We would welcome visits for anyone who would like to see the amazing setting, staff and work first hand, so you can share what you see with others as we are definitely forgotten with 3 other much larger settings in Keith alone, never mind the outlying communities.

#### 4. Treasurer Report

- The current Parent Council Account balance is £2066.38 but there is a £70 cheque for the Beauty Box that hasn't been cashed in.
- Two deposits of Moray Council Allowance has been credited in this tax year (£249.70 & £252.61)
- The sports day raffle brought in £311.35
- There were more outgoings that income last year due to one off costings – School blinds £815.25, Defib installation £250
- Future AGM 'S to be held end of September due to year end being 31<sup>st</sup> August.

#### 5. Constitution Amendments

- Copies of existing and newly amended Constitution handed to all present at meeting for consideration. Agreement and confirmation to be finalised by 12<sup>th</sup> September.

#### 6. Election of Committee Office Bearers

POSITION	22/23	23/24 PROPOSED	PROPOSED	SECONDED
Chairperson	J Lewin	J Lewin	L Greatholder	C Tasker
Vicechair	-----	C Tasker	J Lewin	L Greatholder
Secretary	T Kalia	T Kalia	J Lewin	C Tasker
Treasurer	L Greatholder	L Greatholder	T Kalia	J Stewart

#### 7. A.O.B

- **Location and Accessibility of Parent Council Minutes**

When T Kalia sends out minutes to be emailed to parent's request that B Winchester put onto School website **(ACTION – T Kalia)**

- **School Photos**

Reminder to B Winchester to organise photographer for school photos in plenty time before Christmas **(ACTION – J Lewin)**

- **Police Road Cones**

The senior children have designed a policeman and policewoman and the cones have been ordered along with a trolley. M Byrne will contact Treasurer to raise a cheque for half the cost. **(ACTION – M Byrne)**

L Greatholder to produce a pledge for children to pass to their parent's regarding road safety around the school **(ACTION – L Greatholder)**

J Lewin will see if she can acquire some extra road cones **(ACTION – J Lewin)**

- **Buddy Bench**

An application has been submitted to Tesco for their blue token scheme to buy two buddy benches. These provide a space for children to have time out or a safe space to chat.

- **Quiz**

Date confirmation with Golf Club, Friday 6<sup>th</sup> October 7.30pm start. Quiz tailored for adults. £10 per team of 4 max.

Bengal Spice are sponsoring the quiz and providing 4 x £25 vouchers for the winning team.

Lucky Square to be organised by C Tasker **(ACTION C Tasker)**

Request for raffles on school social media **(ACTION – J Lewin)**

T Kalia to design poster and distribute **(ACTION – T Kalia)**

4 helpers needed – to be confirmed.

Discuss quiz in more detail at next meeting.

- **Halloween Party**

Date to be confirmed as Friday 27<sup>th</sup> October, 6-7.30 pm (with time to set up and clear at either side). Dolly has been approached and has made a note of this. M Byrne to confirm booking with church **(ACTION – M Byrne)**

Plan to invite all school and nursery children.

J Lewin has arranged for doughnuts to be donated by A Pirie for Halloween party game.

J Lewin has contacted C Stuart to provide speaker for music on the night **(ACTION – J Lewin)**

T Kalia to create a music play list **(ACTION – T Kalia)**

J Lewin to go to Tesco and ask for apple donations **(ACTION – J Lewin)**

It will be dress as you please.

- **Fundraising**

C Tasker is going to ask Hillhead Hideaways for either a reduced rate or donation of a night away for Christmas raffle prize **(ACTION – C Tasker)**

T Kalia to speak with Moray Playhouse and a local restaurant to provide vouchers as a Christmas raffle prize **(ACTION – T Kalia)**

J Stewart will donate a bottle of whisky for a third raffle prize, we just need to ask nearer the time.

Suggested raffle price £5 a ticket

L Greatholder to enquire about fundraiser at Bengal Spice **(ACTION – L Greatholder)**

- **School Info**

Some of the older children had activity days with Outfit Moray recently, a great time was had by all.

Bike ability will be back working with the whole school after the October holidays.

**NEXT MEETING: Monday 25<sup>th</sup> September 6.30pm  
Childcare to be confirmed.**