

Minutes of AGM 26th September 2017

The meeting was called to order by Julie Baxter at 1900.

Attendance & Apologies

In Attendance:

Lesley McPhee	LMP	Headteacher
Maxine Shanks	MS	Depute Headteacher
Julie Baxter	JB	Chairperson
Adelle Carroll	AC	Vice Chairperson
Catriona McLaughlan	CM	Treasurer
Sarah Singleton	SS	Provisions Secretary
Frances McLaughlan	FM	Secretary
Jo Grant	JG	Parent Council Member
Pamela Renton	PR	Parent Council Member
Karen McMillan	KM	Parent Council Member

Diane McNaughton	Parent Forum
Sharon MacDonald	Parent Forum
Louise McKell	Parent Forum
Adeeba Ahmad	Parent Forum
Sarah O'Donnell	Parent Forum
Suzanne Breakell	Parent Forum
Gillian Kilday	Parent Forum
Kate McLean	Parent Forum

Apologies:

Lyndsay Brolly	LB	Parent Council Member
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Approval of Minutes

JB ran through the agenda and extended a warm welcome to everyone in attendance. The minutes from the previous meeting (13th June 2017) were approved and will subsequently be published on the school website.

Matters arising which are not otherwise on the agenda

None.

Chairperson's Annual Report

JB introduced all Parent Council members to the Parent Forum members present.

JB delivered her Chairperson's report (copy attached as Appendix 1 and Appendix 2). This included an overview of the role of the Parent Council and what it does to support the school throughout each session; e.g. school discos and other fund-raising events throughout the year. It also highlighted the P7 leavers' gifts and ceilidh, which the Parent Council funds.

It also discussed that the Parent Council was involved in the decision-making process in relation to the introduction of the school's new tartan and selecting items from our new uniform supplier, Scotcrest.

Other key areas that the Parent Council has supported or has been involved in in some way during the session were also discussed; e.g. Healthy Schools Initiative, the Relationships, Sexual Health & Parenthood part of our school curriculum, Quids In enterprise initiative, Clyde in the Classroom, as well as aiding development of the school's Vision & Values Statement and Anti-bullying Policy by reviewing these and offering feedback to school management.

JB also highlighted the formation of a new Nursery Parents Group and how, with this becoming a sub-committee of the Parent Council, it allows us to more easily share ideas and resources.

JB's report also highlighted training events for Parent Council members, how to join or contact the Parent Council and where to find Parent Council documents, such as minutes, on the school website.

Treasurer's Annual Report

CM summarised the previous session accounts (copy attached, Appendix 3).

CM highlighted that 2016-2017 was more a year of giving to the school, with less fund-raising having taken place than the previous session of 2015-2016. For example, there was no Summer Fête this year.

The Parent Council continued to run the discos at Halloween, Christmas and Easter. These continue to be popular and brought in a profit of £1700.00.

The P7 Leavers' gifts and buffet for the ceilidh/disco was funded by the Parent Council and this came to approximately £700.00.

The Parent Council also purchased a freezer to allow pupils to participate in the Clyde in the Classroom project and school homework diaries for the 2017-2018 session.

CM highlighted that this year, there would have to be a focus on fund-raising. The Parent Council hopes to run a number of events in addition to the discos and there will be a Summer Fête in June 2018.

Headteacher's Annual Report

See Appendix 4.

LMP spoke about the context of the school, including staffing, pupils numbers, partnership agencies and business partners (e.g. Westerwood Hotel, Scotia Books and Tesco). She also highlighted the school's Vision Statement and provided examples of the ways that the school engages with parents and pupils.

LMP then went on to discuss the school's Improvement Planning & Priorities. These are Literacy, Numeracy and Health & Well-being/DYW (Developing the Young Workforce).

For each improvement priority, information was provided that highlighted those responsible for leading the improvement, the desired outcomes and the ways in which success will be measured.

In line with Health & Well-being, LMP highlighted that P6s would have the opportunity to go on a camping trip in June 2018. This would be one overnight in Dunfermline and would be run by the Scouts. The children would get the chance to do a number of activities during their stay, including building a tent.

This will hopefully prepare them in some way for the longer Kilbowie trip that takes place in P7 and build on the day-long Titanic trip that has been introduced to P5s.

In addition, the Tree of Knowledge group will be coming into the school in the next week to do a number of activities with some of the pupils.

Election of Members

FM provided information on the Parent Council calendar, including current schedule of meetings and events. She also highlighted the level of commitment that is needed from those on the Parent Council with respect to attendance at these meetings and responsibilities when it comes to planning, organising and running events.

FM then went on to highlight membership of the Parent Council as it is laid out within our Constitution and how the election process works.

Two members of the Parent Council had stood down during the summer holidays. They were GK and DF. Another member, PR, stood down at the AGM but will continue to provide consultation based on her experience and work within the education sector.

One member of the Parent Council had served two years (FM) and, therefore, had fulfilled her maximum of two years service.

One Parent Forum member indicated that they wished to join the Parent Council (Diane McNaughton). FM indicated that she wished to stand for election again.

FM and Diane McNaughton were subsequently elected to join the Parent Council.

Adeeba Ahmad, Chairperson of the Nursery Parent Group, was also invited to join the Parent Council as a co-opted member and will provide an important link between the this group and the Parent Council.

Office bearer roles remain unchanged.

Currently, the number of Parent Council members stands at ten.

Any Other Business

The Nursery Parent Group are holding a fund-raising event at the end of November. Arrangements for this are under-way. There is no clash with Parent Council events.

It was suggested by a member of the Parent Forum that the form that the class photos now take is not always liked and that many parents/carers do not buy them.

It was then suggested by another Parent Forum member that a P7 leavers' photo could be provided as part of the leavers' gift. The Parent Council is going to consider this going forward into the new session.

Next meeting - 7th November 2017