

Holy Family P.S.  
Parent Council Annual General Meeting (AGM)

Thursday 4<sup>th</sup> Sept 2025

6:00pm to 7:00pm

*Agenda*

1. School Prayer
2. Welcome/Introductions/Apologies  
Gillian Mackissack Chair P3  
Natalie Battersby Treasurer P3  
Laura Murphy Secretary P3  
Sandra Maguire P3  
Amanda Mooney P3  
Colleen Thompson P1/ P5  
Aimee Slavin P2/P6

Apologies Leeann Gillespie  
Resign Emma Mcloy

3. Previous AGM Meeting Minutes by GM LM
  4. Chairs Report Insert at end
  5. Head teachers report – Mrs Harley
- School Improvement Plan
  - Learning teaching and assessment- Questioning - challenge pupils and teachers
  - St Bernard's partner school and 6 other school across NLC
  - Target - Numeracy P1-P2 stages / play
  - Focus on most appropriate pedagogy in middle/upper school
  - Cluster- changes to structure of model- more information to follow
  - Attendance – continued focus
  - Nursery focus- consistency in routine, soft start , Loving Lunch and sharing of learning to allow children to plan their day
  - Awarded- We Promise Award

- Mrs Kennedy PEF funded
- Mrs Anderson and Mrs Byrne covering NCCT
- Mrs Nixon on MAT- APT role to be interviewed by HT
- Cluster resource teacher share teacher with St Gerards
- Planned to share after mid term
- PEF £36000- match funded on teacher
- Full-time teacher - £800 left of PEF budget
- Reporting Processes- same format as LY
  - Oct Parents Evening
  - Interim report – online
  - Written Report around Easter
  - Parents evening to follow-
- Roll 173 pupils
- 40 allocation nursery
- Sacramental dates out in email
- FFM dates out
- Recruitment of alter servers training on Monday night wk commencing 7th
- Catholic Education Week (2 weeks)- activity in parish
- P6 P7 kids invited to pilgrimage
- Panto all booked Wed afternoon 17th Dec return time approx 5pm TBC
- ARG travel booked Mrs Dillon looking at one additional bus
- Leeanne Gillespie to support fundraiser for school - with HT
- Consider funding swimming for P5 approx £500
- Uniform swapshop available and very well received
- Can reach out to HT or office staff to browse
- REMINDER - Nut free zone
- Church Rep - view of parents around confirmed by Father

### **Treasurer report from 2025**

*By Natalie Battersby*

Independent audit to review books - keep conscience

Holy Family

Total income from year to Sept 2025 £4,074.68

Net Income for year to Sept 2025 £921.06

Balance at Sept2025 £4040.30

Balance per Bank Statement Sept 2025

6. Appointment of PC committee members and officer bearers

*Chair - Gillian Mackissack P3*

*Secretary - Sandra Maguire P3*

*Co Secretary - Colleen Thompson P1*

*Treasurer - Laura Murphy P3*

7. Constitution review - amended by GM approved by all PC members

Publish online for Parent Forum

Father Krzysztof input

Vision of creating and starting Youth Club in Holy Family Parish Centre

Straight from school - looking for support to execute

Require PVG and training

Publicise on forums to parents to gauge interest

initially P6/P7 to see how well received

Plan to decorate and upgrade hall - ideas welcome as well as bodies to support

8. *A.O.B.*

*PVG*

*Disclosure Scotland offering info sessions*

*Guidance on website*

*Having a regulated role within school*

*Seek advice from NLC*

*Work as a cluster group*

*Consistency across the board*

*Clear planning for role/ legal*

*Teacher coming to event would be covered - Grey area*

*Connect PVG funded*

*GM*

9. *Next Meeting*

*AGM Sept 2026*

*Meeting Thursday 18<sup>th</sup> Sept, 6:00pm*

## *Chair Report*

*By Gillian Mackissack*

AGM is a chance to look back across the previous year, to celebrate our successes and acknowledge our lessons learned. Last year was a transition year, with almost half of the parent council due to leave at the end of the year, and completely new, and fairly inexperienced office bearers taking positions. Overall, I think we had a successful year and I'm excited to build on that this year.

### Review of the year

- Two hugely successful school discos
- Improving the coffee morning by moving to the church hall
- Christmas Fayre
- Quiz
- Supporting P7 leavers events and hoodies
- Sacrament pins

### Key Achievements

- Building the relationships with the supermarket community champions and turning a profit from the coffee mornings, rather than covering costs
- Securing Tesco Healthy starts grant
- Introduction of quarterly newsletter

### Challenges and Lessons learned

- Planning needs to start much earlier
- Clear distribution of tasks and actions assigned to individuals
- Communication between PC members and with the Parent Forum

### Acknowledgements

- Headteacher and staff
- The previous parent council, particularly Laura and Natalie
- All volunteers from the parent forum
- Father Krzysztof
- The councillors (Beth, Jim and Helena)

Although we are still fairly inexperienced as a PC, we have a unique opportunity to build something new and focus on how best to serve the children, the school, the church and the community. From our last meeting, it is clear that there is so much enthusiasm and a renewed energy to the PC, so I'm so that not only can we do something great this year, but we can put solid foundations in place for many years to come.

### **School Prayer**

*Jesus, Mary and Joseph,*

*Guide us, protect us, and help us to do good things for Holy Family Primary and our community.*

*Amen*