

**St Andrew's Primary School  
Parent Council**

**Annual General Meeting Minutes  
Monday 18<sup>th</sup> September 2017**

Present:	Committee:	Anthony McAllister (Chairperson) Donna Shaw (Vice Chairperson) Carolann Shields (Treasurer) Elaine Johnston (Church rep) Frances Bath (Secretary) Alison McCool (Council Member) Kelly Goldie (Council Member)
	School Reps:	Jennifer Flanagan (HT) Theresa Cairney (PT)
	Parents:	Adele Meechan Siobhan Kerr
Apologies:		Kelly McLaughlan (Council Member)

## **1. Welcome**

JF opened the Annual General Meeting by welcoming all in attendance. She then provided an outline of the evening's format:

- Report on the work of Parent Council and its committee
- Report by Head Teacher (HT) on School Improvement Report 2016-2017 and School Improvement Plan 2017-2018
- Selection of new Parent Council members
- Discussion of issues that members of Parent Council may wish to raise

JF handed over to AMcA (Chairperson).

## **2. Presentation on the work of the Parent Council**

AMcA provided an outline on the work of the Parent Council.

Highlights included:

- ✓ The role of the Parent Council
- ✓ Fundraising achievements
- ✓ Purchases / projects as a result of fundraising achievements
- ✓ Treasurer's Summary – See attached

AMcA raised concerns in relation to how many parents are actually aware of the activity of the Parent Council. In order to address this, it was agreed that AMcA would deliver a presentation to parents attending the Curriculum afternoon scheduled for Wednesday 20<sup>th</sup> September.

In addition to this, the fundraising achievements 2016 – 2017 would be detailed in the next school newsletter and a ballot box would be introduced in the school foyer to encourage parents to submit fundraising ideas.

### **3. Head Teachers Report 2016-2017**

JF provided a copy of the detailed School Improvement Report 2016-2017.

Highlights of the report include:

- ✓ A summary of each of the 5 areas identified as the school priorities
  - ✓ Details of the progress made toward each priority throughout the year 2016-2017
  - ✓ The impact on outcomes for learners
  - ✓ Next steps for each priority
1. Increase pace of learning across Literacy, Mathematics & Numeracy and Health & Well-being.
  2. Develop revised planning for progressive coverage and assessment of all music education using ABC music resource.
  3. Improve attainment in maths for all learners.
  4. Improve attainment in ICT.
  5. Improve the physical health of children.

See glow website – school blog, learning and teaching tab, school improvement plans/reports for extensive report.

### **4. Head Teachers Strategic Overview 2017/2018**

JF provided a copy of the School Improvement Plan 2017/2018 and outlined the rationale for the Plan including:

- ✓ Challenges facing the school
- ✓ The 'Keys to Success' designation
- ✓ The National Improvement Framework priorities & North Lanarkshire's 'Aspire' priorities
- ✓ Audit and evaluations of last years work, improvement plan, engagement with staff, parents/carers and learners
- ✓ National expectations in the Curriculum for Excellence and indicators from HGIOS

JF then presented a video that the pupils had filmed covering each of the Improvement Priority areas identified for 2017 – 2018:

- Improve parent partnerships through innovative whole school and targeted partnership work which will support the interventions for equality while targeting attendance, attainment, outdoor learning and social and emotional well-being.
- To improve attainment in numeracy and mathematics through further developing progressive learning pathways with clear process for assessment, moderation, monitoring and tracking.
- To improve attainment in literacy and English through developing progressive learning pathways with clear processes for assessment, moderation, monitoring and tracking.
- To improve opportunity for creativity and IDL work via the theme 'serving the common good' from SECS Developing the faith document in the school and refreshed relevant themes in the nursery

The children also outlined some of the detail behind the overall outcome for learners, the individual outcomes of projects, which staff members were responsible for the these projects and how the success of the projects would be measured.

The video of the pupils will be shown at the Curriculum afternoon scheduled for Wednesday 20<sup>th</sup> September.

JF also provided further information on the Pupil Equity Fund intervention and its intended impact.

£68,000 has been allocated from the Pupil Equity fund for 2017-2018.

The funding is to be used to target interventions and close the poverty related attainment gap.

Examples of the interventions include:

- ✓ Principal Teacher (Mrs Lambie) tasked with improving parent partnerships and attendance
- ✓ Additional teaching staff of 1.2 FTE (Vince Cairns and Claire McMichael)
- ✓ Purchase of support materials for literacy, maths and communication
- ✓ Speech and language therapy support
- ✓ Supports for challenging behaviour
- ✓ Flexible spending for outdoor learning visits for parents and children

See glow website – school blog, learning and teaching tab, school improvement plans/reports for extensive plan.

## **5. Invitation to nominate / volunteer for the new Parent Council 2017-2018**

As all named roles, (Chairperson, Vice, Treasurer etc.) were reviewed and filled last year, it was not necessary to revisit at this AGM. The main roles will be reviewed again, after the two-year period at next years AGM.

AMcA asked for volunteers for the Parent Council for 2017-2018. Both parents attending the AGM volunteered to become new members.

As a result of the discussion, Adele Meechan and Siobhan Kerr are now members of the Parent Council.

## **6. AOB**

### **Parent Council School Disco**

Originally the Parent Council school disco was scheduled to be held on 11<sup>th</sup> October in the school. In order to avoid the cost of letting the school hall, EJ is to establish if it is possible to use the Church hall to hold the event. As it is currently already used on a Wednesday evening, the event will run on Thursday 12<sup>th</sup> October.

It was agreed that Norbert Grant will DJ at the event if he is available. DS to contact Norbert to arrange.

### **PVG (Protecting Vulnerable Groups) Status**

The PVG status of both existing and new members is to be reviewed to ensure the Parent Council are complying with the standards of North Lanarkshire Council. FB to collate a summary of the existing PVG status of members and forward to JF.

### **Joint 60<sup>th</sup> Anniversary Celebrations with Golfhill Primary School**

The Chairperson of Golfhill Primary Parent Council has again contacted AMcA to discuss marking the anniversary through a joint activity/event. AMcA asked members for ideas.

Ideas presented included:

Pupils to plant trees/bulbs

Benches to commemorate anniversary

Time capsule to be buried by pupils from each school

AMcA has agreed to go back to the Golfhill Chairperson with these ideas. When the joint venture is decided the Parent Council will organise the activity.

### **School Uniform Donations**

EJ has advised she will ask Father Taylor to include a note in the parish bulletin asking for St Andrew's school uniforms that are no longer needed be donated to the school.

**Date of next meeting – 6<sup>th</sup> November 2017**