

Whitelees Primary School and Nursery Class

Parent Council AGM - Minutes

7th September 2023 – 18.30



IN ATTENDANCE:

Parent Council – Sarah Bradley, Lindsay Wingate, Debbie Welsford, Donna Waddell, Fiona Kerr, Kim Bell, Danielle Scott, Laura Ridley and Elaine Stewart, Kirsty MacKenzie, Dawn Macpherson and Deborah Brass

Parent Forum: Emily Sands and Eve Tennant

WPS & NC- Laura Murdoch, Carol Stewart, Gioia McAuley

Apologies:

Minutes agreed by Debbie Welsford

Minutes seconded by Lindsay Wingate

The meeting was held in school and hosted by the current chairperson, Sarah. The meeting was started with a warm welcome to everyone.

CHAIRPERSONS REPORT

Thank you to everyone for attending tonight and welcome to the AGM.

In attendance tonight firstly we have HT Laura Murdoch and the senior management team. We also have members of the current Parent Council for last year and welcome to everyone else who has expressed an interest in joining for this year. We are delighted to welcome you along.

We have no apologies from anyone unable to join this evening.

Joanne McMaster has now left the Parent Council.

I would like to start my report with thanking each and every member of the PC for their contribution this year.

A new initiative called GIFT (Gift.It.Foward.Thanks) was introduced at the start of the year where anyone within the community can donate to pay for a child to experience social activities within the school. This initiative was very well received with donations received. Many children gained access to the events and were supported all year through this fund.

This year started with lots of back to normal plans and activities with a Glow Disco kick starting the fun for the children. We welcomed the infants to party in the afternoon with the knowledge that no infants had experienced a full disco and an awareness of the emotional support required for many. Then the evening the senior side of the school got the chance to party the night away and ger their Glow on.

Members of the PC supported the parents evening by engaging the parent forum and collating a questionnaire for feedback with very positive responses on all the activities, social communications and being the face of the Parent Forum.

This was another year where quality Christmas cards made by the children and other items were delivered to the whole school and another very successful uptake for the Parent Council.

Whitelees Christmas Fayre was back and it did not disappoint. All the charm of the Fayre's of old but with more added extras and sparkle. A huge Santas grotto was created by the Parent Council and offered for FREE for the first time. With all children receiving a treat after their visit to Santa himself. With all the amazing stalls, raffles and enterprise no-one went home empty handed. This event is a huge community affair and it was very special to have everyone back in the school.

The Parent Council supported the Christmas Show and it turned into a huge competition to see who could sell the most from the shop and with the below freezing temperatures it was great to get the parents in early and engaging with the PC before the performances.

The children were treated to a February disco and this time the theme was American which was a huge success with hotdogs and lots of memorabilia on sale. We invited the infants to the evening disco which was a great success and all loved the new experience. The disco is a huge social aspect to support the children's Health and Wellbeing factors.

The Parent Council also supported the School Sports Days and School Shows by selling refreshments and snacks whilst engaging the community.

The priority this year has been to fundraise to create an Outdoor Space with agility or play equipment for the children. This has not been easy and the cost of installation is extremely high. This has been a priority since Easter 2022 when the full school community voted for this preference. The delay has been through costings and ensuring we have the correct regulations in place. This will be a focus for this term within the school year and we are hoping to have something to install by the end of year.

The Parent Council gifted all the new Primary 1's their PE KIT and donated towards the P7 leavers hoodies.

The priority of the Parent Council at Whitelees is to give the children experiences well beyond their school day and experiences that make lifelong memories. This also means that no child ever goes without and we have adopted that policy for this year. Our aim is to make a truly equitable school that experiences a world beyond their own community without having to leave it. Community engagement is high on the agenda and this will continue as the community is at the heart of all the children.

The Parent Council work together always in collaboration to support the success of Team Whitelees.

Whitelees PS Parent Council

Treasurer Report September 2023

During the academic year 2022 -2023, a number of activities were held throughout the year to generate an income for school funds. Our focus was to generate funds to support the development of the school playground. As well as raising money for the development of the school playground, an agreement was made to purchase welcome gifts for the new primary one intake as well as contributing towards the primary seven leavers fund.

The parent council, with the help of the Whitelees community, have almost reached their target of £10,000. We will continue to provide fundraising opportunities to add to our funds for the development of our playground. We are currently engaging with contractors to begin to develop our school playground. Watch this space for some exciting developments going forwards.

	Total	Date
Open Balance	£4,050.15	01/09/2022
Closing Balance	£8,995.63	07/09/2023

Bank Signatures
Debbie Welsford (Treasurer)
Lindsay Wingate (Vice Chair)
Elaine Stewart (PC member)

	Event	Profit	Activity
1.	Small grants	£1000.00	Small grants received from Virgin Foundation and Asda Green tokens
2.	Glow Disco	£652.13	Entry to disco and sale of neon goods at shop
2.	Christmas Cards	£381.60	Sale of personalised Christmas merch
3.	Christmas Fayre	£2302.97	Stalls, raffle and cafe
4.	Christmas school show stalls	£343.69	Pop up shop, tea/coffee, juice and cakes
5.	Christmas purchase for Christmas fayre 2023	-£154.86	Purchase of resources for Christmas pop up shop for 2023.
6.	America disco	£659.14	Entry to disco and pop up shop
7.	School show	£660.13	Raffle, pop up shop, tea/coffee, juice, cakes and ice poles and guess the bear.
8.	Friday Freeze	£87.90	Pop up shop to sell frozen goods
9.	Sports day	£31.38	Pop up shop
9.	Sport day treat	-£300	Ice creams/slushies for all children within the school.
9.	Primary 1 Whitelees welcome	-£381.00	Purchase of PE kit to welcome primary 1 to Whitelees.
10.	Primary 7 leavers hoodies	-£337.60	Purchase of Whitelees hoodies as leavers gifts for P7.

Summary of the Year

1.	This year seen us return to the school, to host our traditional fundraising events. We held our first in-house disco since 2020 and it was a massive success. The theme for the first disco this year was 'glow' and the children of Whitelees certainly did glow!! The school disco's raise funds whilst also promoting social skills for children outside of school with their peers in a formal yet fun setting, with games, activities and opportunities to spend their money on items they choose.
2.	We launched our GIFT appeal, an initiative that ensures an inclusive approach, where every child is valued and included. As part of our inclusive approach, we ensured each child received a gift from Santa at our Christmas Fayre.
3.	Christmas card this year, was one of our best years to date. Sales of Christmas cards and other merchandise proofed to be very popular with parent/carers purchasing a wide range of goods.
4.	The main event in generating the biggest profit remains the Christmas events (including raffle).
5.	Going into 2023 – 2024, we are carrying over stock from our previous events and have purchased stock for our Christmas pop up shops.
6.	This year we were successful in receiving two small grants. We had a successful application to 'Cumbernauld Can Project Small Grants', meeting all the criteria to apply for a small grant to help develop our outdoor space and made it through to the final stage. However we only received 175 votes (11% within our category), therefore were unsuccessful in our application. We will continue to source alternative funding streams to help develop our outdoor learning space.
7.	The support of the PC is pivotal in pulling these events together, carefully planning the events, sourcing stock, using their creative skills to decorate resources and most importantly devoting their time and energy not only to help out at the event but in the setting up and clearing away of each event. A huge thank you to everyone for their support throughout the year.
8.	Although we haven't quite reached our target for the playground, we will continue to plan a range of activities to raise funds towards the development of our playground.

HEAD TEACHERS REPORT

Laura thanked the Parent Council for the amazing achievements over the past year.

This year we will concentrate on social, emotional and behavioural support for our children especially those in primary 1.

We are also reviewing our Visions and Values and have sent a survey out to parents for their ideas. The closing date for this survey is Friday 9th September 2023. Children and staff are also be involved in this.

We will be introducing a new house system this year and have asked the children for their input for house names.

We had applications from 11 people for this session. We have:

Susan Graham
Ashleigh Whelan
Emily Sands
Eve Tennant
Danielle Scott
Lindsay Wingate
Elaine Stewart
Melissa Carslaw
Kim Bell
Katie McGarvie
Aileen Lewis

PARENT COUNCIL 2022-2023

Current Council – 14 Members

Sarah Bradley, Lindsay Wingate, Joanne McMaster, Debbie Welsford, Donna Waddell, Deborah Brass, Fiona Kerr, Kim Bell, Elaine Stewart, Danielle Scott, Aileen Sibbald, Dawn Macpherson, Kirsty MacKenzie and Laura Ridley

Year 2 in post:

Sarah Bradley, Debbie Welsford, Donna Waddell, Fiona Kerr, Kirsty MacKenzie, Deborah Brass, Dawn Macpherson and Laura Ridley

Year 2 step down's:

Lindsay Wingate, Kim Bell, Linda Neilson, Danielle Scott, Aileen Sibbald, Elaine Stewart and Joanne McMaster (resigned)

New Member Submissions:

Susan Graham, Ashleigh Whelan, Emily Sands, Eve Tennant, Danielle Scott, Lindsay Wingate, Elaine Stewart, Melissa Carslaw, Kim Bell, Katie McGarvie and Aileen Sibbald

2023/2024 Parent Council

Sarah Bradley, Lindsay Wingate, Debbie Welsford, Donna Waddell, Kim Bell, Elaine Stewart, Danielle Scott, Laura Ridley, Kirsty MacKenzie, Dawn Macpherson, Deborah Brass, Fiona Kerr, Emily sands and Eve Tennant

Office Bearers 2023/2024

Chairperson – Lindsay Wingate (countered by Debbie Welsford and seconded by Kim Bell and Fiona Kerr)

Vice Chairperson – Sarah Bradley

Treasurer – Elaine Stewart

Vice Treasurer – Debbie Welsford (during handover to Elaine and covering for Elaine's maternity leave)

Secretary – Donna Waddell shadowed by Deborah Brass

AOB

All meetings will be held via a combination of online platform and in person at 18:30 on the following dates:

2nd November 2023 – Online

1st February 2024 – In school

2nd May 2024 – In school