

Parents Voice Annual General Meeting Action Log 20th September 2016

Present: Tommy Ingram
Yvonne Feggans
Judith Hannigan
Kay Murray
April Masson
Susan Elder
Rosie Logie
Laura Shields
Katie Reid
Richard Hardy
Lorna Russell
Lesley Fraser
Kirsty Caldwell

Apologies: Carol Lambie
Mhairi Tindall
Sharon Caldwell
Marion Curragh

Item	Description	Action
1.	Welcome. TI welcomed everyone to the AGM of the Parent Voice.	To Note
2.	Apologies. All apologies were noted.	To Note
3.	Constitution. The constitution was amended at the 15/16 AGM and all agreed that no further amendments were required.	To Note
4.	Election of Office Bearers – 2016/2017 Chair – Judith Hannigan - TI proposed. RL seconded. Vice Chair – April Masson – YF proposed. SE seconded. Treasurer – Lesley Fraser/Lorna Russell – YF proposed. RL seconded. Secretary – Yvonne Feggans – TI proposed. KM seconded.	To Note
5.	Chair Persons Report (TI) TI advised he had little to report other than receiving a final demand for the school let for the Summer Fair. YF advised that she had contacted Facilities Management and asked that correspondence is passed to her rather than being sent to school during the holidays. Thanks to Tommy for being the Chair of the Parent Voice for a number of years.	To Note
6.	Treasurers Report (KC/JI) KC advised we have a healthy bank balance of £5598.00. KC advised that there was a £30.00 cash float and receipt book in the bag and that previous years accounts were stored in the filing cabinet in the school. KC agreed to meet up with LF/LR as appropriate. Thanks to Kirsty and Jane for being the Treasurers.	To Note
7.	Head Teachers Report (RH) <u>Standards & Quality Report</u> RH distributed the Standards & Quality Report and highlighted the salient points therein. Discussion ensued. <u>School Improvement Plan</u> RH distributed also the School Improvement Plan and discussed various points regarding this. Class interaction being tackled with class assemblies, class blogs and parent helpers. Both documents will be uploaded to the school website.	To Note To Note KR

	<p>Agreed these 2 issues would be standing agenda items for future meetings. TI suggested that it would be useful to get this information in advance of the meeting to allow time for the documents to be read.</p> <p><u>Current role:</u> 189.</p> <p><u>Staffing:</u> 2 temporary staff. Ms Nisbet had a contract till Christmas, however, has gained a longer contract at another school and will be leaving at the October holidays.</p> <p>Mrs Mackie has gained a new job too and will also be leaving at the October holidays.</p> <p>Mrs Taylor will return to the school following maternity leave at Xmas.</p> <p>A letter will be distributed tomorrow concerning the staffing.</p>	<p>RH/YF</p> <p>To Note</p> <p>To Note</p>
8.	<p>Adoption of AGM Action Log. Agreed.</p>	To Note
9.	<p>Playground Painting SE had obtained a quote for “hop scotch” “snakes and ladders” and the “daily mile” playground painting costing approximately £5,000. Artwork guaranteed for 4 years. RH advised that a 100 square would be a preferred item. Agreed to obtain further quotes and YF to contact Ayrshire Roads Alliance about line painting for the daily mile. Additional quotes to be circulated by SE for consideration by the Group.</p>	SE/YF
10.	<p>Book Fair MC shall co-ordinate. Assistance required in school on 3rd October 2016 between 13:15 and 15:00. RL volunteered to assist.</p>	MC/RL
11.	<p>Halloween Disco Friday 28th October 2016. Jennifer Ingram will co-ordinate this. Meeting being arranged for next week, JI will be in touch. YF to arrange let 17:30 till 21:30.</p>	JI/YF
12.	<p>Beetle Drive/Quiz Thursday 17th November 2016. AM will co-ordinate this. YF to arrange let 18:00 till 20:00. Agreed this is a good opportunity for parents/pupils to mix and hopefully encourage some additional parents to join the Parent Voice. Representatives required for P1 and P2.</p>	AM/YF
13.	<p>Christmas Fair Saturday 3rd December 2016. SE & JI to co-ordinate this. YF to arrange let 09:30 till 13:30.</p>	SE/JI/YF
14.	<p>AOCB</p> <ul style="list-style-type: none"> • <u>Tape for Gym Hall</u> – to map out netball court. KR advised that MT had emailed in the information including prices. Discussion ensued concerning different colours for different courts i.e. white for netball, blue for tennis. • <u>Cost of School Trips</u> – LS advised that she thought £15.00 per child per year for school trips was quite a lot of money. RH advised that they do try to keep the costs to a minimum. • <u>Letters</u> – LS advised that sometimes letters came home the day before things were required. Being a working parent this sometimes causes difficulties. RH advised that information is disseminated as quickly as possible. • <u>Website</u> – Agreed information would be uploaded to the website 	<p>KR/MT</p> <p>To Note</p> <p>To Note</p> <p>KR/To</p>

	<p>as soon as possible.</p> <ul style="list-style-type: none"> • <u>Primary 1 – Food</u> – RL advised that the P7 to P1 buddy system had highlighted that some P1's were choosing meals not really knowing what they were and then once they got them at the table didn't eat them. KR advised that currently the P1 parents choose the lunch foods. RH also advised that KR/RH are present in the dining room most days and ensure that children eat something. 	<p>Note</p> <p>To Note</p>
15.	<p>Date of Next Meeting To be confirmed.</p>	<p>To Note</p>