

Holmston Primary School Parents Voice

Annual General Meeting

Tuesday 12th September 2017 @ 7pm

Location: Staff Room, Holmston Primary School

In attendance: Judith Hannigan – **chair** (JH), Lorna Russell (LR), Karen Brodie (KB), Ashley Adams (AA), Luciano Moretti (LM), Kay Murray (KM), Marion Curragh (MC), Jennifer Ingram (JI), Carol Lambie (CL), Susan Elder (SE), Laura Shields (LS), Katie Reid, Deputy Head Teacher (KR) & Richard Hardy, Head Teacher (RH)

Item	Subject	Action
1.	<p>Welcome</p> <ul style="list-style-type: none"> RH welcomed new parents in attendance. 	
2.	<p>Apologies</p> <ul style="list-style-type: none"> Lesley Fraser (LF), Rosemary Logie (RL) & Sharon Caldwell (SC) 	
3.	<p>Constitution</p> <ul style="list-style-type: none"> All members reviewed and agreed with content of the constitution. PV minutes to be made available for all to see of the school website. RH will upload them to the PV section of the school website. LS to email them once completed. RH advised that all parents / guardians of children at the school are part of the parent forum and are welcome to attend the PV meetings. However only elected members of the PV can vote on issues. RH & KR cannot vote. 	LS
4.	<p>Election of Office Bearers</p> <p><u>Chair Person</u> – Judith Hannigan (2nd year) Proposed by Susan Elder Seconded by Marion Curragh</p> <p><u>Vice Chair Person</u> – Marion Curragh Role previously held by April Masson who resigned at the end of term 16/17. Role to support chair person & production of termly PV newsletter Proposed by Jennifer Ingram Seconded by Lorna Russell</p> <p><u>Secretary</u> – Laura Shields Role previously held by Yvonne Feggans who resigned at the end of term 16/17. Proposed by Carol Lambie Seconded by Judith Hannigan</p> <p><u>Treasurers</u> – Lorna Russell & Lesley Fraser (2nd year) Proposed by Judith Hannigan Seconded by Kay Murray The following committee members were assigned <u>voting rights</u>:- Karen Brodie, Ashley Adams, Luciano Moretti, Kay Murray, Jennifer Ingram, Carol Lambie, Susan Elder, Rosemary Logie & Sharon Caldwell.</p> <ul style="list-style-type: none"> All members were in agreement with the positions nominated. 	
5.	<p>Chair Persons Report – JH</p> <ul style="list-style-type: none"> JH had nothing to report Lots carrying on from last year JH advised that she has yet to be invited to attend any chair person meetings. RH to look into who is in charge of Parent Council chair meetings and update them with JH's details 	RH

6.	<p>Treasurers Report – LR</p> <ul style="list-style-type: none"> • The account balance stands at £4024.37 after the last 2 cheques have been paid. • LR & LF to make the account breakdown electronic so that it can be included with the termly PV newsletter. • LR advised that the accounts need audited. JI to find out who has done it in the past. CL will also look into an auditor that may be able to help. • All agreed that the PV will fund the P7 leavers’ gifts again. 	<p>LR & LF JI & CL</p>
7.	<p>Head Teachers Report – RH</p> <ul style="list-style-type: none"> • Staffing – there has been an increase in staffing entitlement due to an increase in pupil numbers. Numbers now sitting at 190. This increase will enable us to employ our pupil support teacher for an extra half day to run nurture groups and support pupils. Staffing as follows: Teaching Staff P1 Ms Slider P2 Miss Dickson P3 Miss McKenzie P4 Miss Pollock / Mrs Davies P5 Mrs Shanta / Mrs Taylor P6 Mrs Hunter P7 Miss Gunning Creativity across the Curriculum: Mrs Messner Pupil Support Teacher (0.5)Mrs MacInnes School Assistants Mrs Rae, Mrs McLaren, Mrs Scott, Miss Bell, Miss McKelvie &Mrs Baird School Office Mrs Duffy & Mrs Young Janitor Mr Wilson/Mr Cairns (Fri) • School Crossing patroller has been removed from the Holmston crossing in line with the adopted guidelines for the service as written by Road Safety GB. • Kitchen passed the Food Hygiene inspection again. Recommendations included that if pupil lunch numbers stay the same or increase further a review of the system is recommended and consideration may be given to reopening the kitchen. We will look at altering the system for lunches as mentioned last year to change to a canteen style system. • School Improvement Plan Within these targets we will be reviewing the approaches we use to the teaching of spelling, reading and updating the reading schemes used in the school. We have invested over £12,000 in a new reading scheme and employed additional support assistants to work on a variety of boost groups for targeted pupils with the aim of closing the poverty related attainment gap. The ‘DMR Room’ was re-carpeted by the authority over the summer and this will be transformed into a learning zone for pupils to work in. We will be reviewing our school vision statement and will be consulting with all our stakeholders on this. We will continue to work towards achieving the Rights Respecting School Award Level 2; ensuring we are a dyslexic friendly school and promoting positive growth mindsets. Over the year we will be developing our approach to pupil profiling and continue to build on opportunities to develop the young workforce (DYW). We are aiming to host a variety of parental workshops covering a range of topics including growth mindsets, approaches to mathematics and online safety. We will also be holding a P4-P7 school show and following on from The Big Splash! This year’s focus will be on rural Ayrshire, forests and farms. I am sure we will have a very busy and exciting year! P7 had a successful trip to Dolphin House – although there have been presentations from the Inverclyde centre at Largs and this may be something we could consider perhaps in P6 or P7 in the future. P4 and P6 have been to Vikingar and Culzean and P5 have planned a trip to Stirling Castle as part of the topics they are working on. There have been some questions 	

	<p>raised about the cost of the trips. The cost has not changed for several years and we try to keep the costs as low as possible. Last year alone the school funded £2565.00 towards trips and visits and even through the PV kindly give us £500 towards the panto, the school still pays a further £500 to keep the costs as low as possible for the parents. – approx. £5.00 per child.</p> <ul style="list-style-type: none"> • Planned Parent Workshops We are aiming to host several parent workshops over this session with the first one on Growth Mindsets and promoting positive mathematical mindsets. We will hold them at different times in the school day. Further workshops will include approaches to calculating in line with the cluster agreed approaches and Internet Safety. If there are any other ideas please let us know. 	
8.	<p>Adoption of AGM Action Log</p> <ul style="list-style-type: none"> • Agreed 	
Matters Arising -		
9.	<p>Fundraising – JH</p> <ul style="list-style-type: none"> • Fundraising event to raise funds for the school to be planned • Christmas Cards are in progress – RL arranging • Halloween Disco is proposed to take place on Friday 27th October. RH to confirm date suits. LS to organise let when date confirmed. Timings suggested – P1 – P4 6pm – 7.15pm P5 – P7 7.30pm – 8.45pm • Book Fair is being arranged by MC. Wish lists are being compiled on Monday 9th October. Helpers required. Book fair will run during parents meetings on Tuesday 10th (evening) & Wednesday 11th (afternoon). • Christmas Fair is taking place on Friday 1st December from 3.15 to 6pm. LS to arrange let. Helpers required to organise event. 	<p>RH RL ALL RH / LS</p> <p>MC</p> <p>LS / ALL</p>
10.	<p>School Trips – RL</p> <ul style="list-style-type: none"> • Clarification on what the children have to wear during a trip and whether they should bring spending money will be detailed on each individual trip letter depending on the nature of the excursion. 	RH / Office staff
11.	<p>Autumn Ceilidh – JH</p> <ul style="list-style-type: none"> • Postponed until spring time. JH to look into details 	JH
12.	<p>Show Box Appeal – JH</p> <ul style="list-style-type: none"> • JH has information on the shoe box appeal and will decide whether the school wishes to support this appeal. 	RH
13.	<p>AOCB</p> <ul style="list-style-type: none"> • School bank – helpers are required. Sharon Caldwell will arrange information to be given to new P1 parents. JH to follow up with SC. • School will endeavour to send out information to parents about joining the school bank during the parents meetings. Information about what ID is required will be sent to parents prior to parents meetings. • Pantomime – PV have agreed to increase our contribution towards the pantomime to £850.00 enabling the school to keep the parent contribution to £5 per child. • Charity - RH suggested that we do a charity of the year rather than supporting lots of individual charities. RH will ask parents to suggest charities and then the children will choose the one they would like to support. • Allotment – Vegetables are ready to be harvested. Going forward the school is perhaps looking to change the year group that attend the allotment. Helpers are also required and a request to the full school will be issued rather than just the year groups attending. 	<p>JH / SC</p> <p>RH</p> <p>RH</p> <p>RH</p>
	<p>Date of next meeting</p> <ul style="list-style-type: none"> • Next PV meeting will take place on Tuesday 14th November, 2017 @ 7pm in the 	

	<p>school staff room. LS will arrange the let</p> <ul style="list-style-type: none">• A fundraising meeting will take place on Tuesday 26th September @ 7pm in Meridian, 1 Killoch Place, Ayr.	LS
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