



**BALFRON HIGH SCHOOL PARENT COUNCIL  
Annual General Meeting**

Notice of Meeting to be held on Tuesday 7th May 2019 at 7.00 p.m. in the Strathendrick Suite, Balfrom High School

**DRAFT AGENDA**

1. Welcome and Apologies
2. Minutes of previous AGM meeting – (8<sup>th</sup> May 2018)
3. Matters Arising
4. Appointment of Office Bearers
  - Chair
  - Vice Chair
  - Treasurer
  - Secretary
  - Fundraising Coordinator
5. Chairpersons Report
6. Headteacher's Report
7. Treasurer's report – Presentation of Accounts
8. Parent volunteering opportunities
9. Fundraising Update and 500 Club Draw
10. A.O.C.B.
11. Date of future meetings to be confirmed
  - 3<sup>rd</sup> September 2019
  - 5<sup>th</sup> November 2019
  - 14<sup>th</sup> January 2020
  - 10<sup>th</sup> March 2020
  - 5<sup>th</sup> May 2020 (AGM)

**Balfrom Parent Council Contacts**

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## **BALFRON HIGH SCHOOL PARENT COUNCIL**

Draft Minutes of the Annual General Meeting held on Tuesday 7<sup>th</sup> May 2019 at 7pm in the Strathendrick Suite, Balfron High School

**Present:** Gerry Eckersley (Chair), Katy Gibb (Vice Chair), Lynne Seaton (Treasurer), Tara Dunseith (Fundraising), Jackie Mackay (Secretary), Wendy Robb, Wendy Hamilton, Ruth Ronald, Mary Steel, Amanda Quinn, Nicola Harrison, Heather Gardner, Elaine Bannatyne (Head Teacher)

**Apologies:** Frederique Power, Deborah Dorrian, Catherine Cooper

### **1. Welcome**

Gerry offered a warm welcome to all and thanked everyone for coming along to the meeting.

### **2. Minutes of previous AGM held on 8<sup>th</sup> May 2018**

Minutes of last AGM were approved without comment. Proposed by Wendy Hamilton, Seconded by Lynne Seaton.

### **3. Matters Arising**

There were no matters arising from the previous AGM.

### **4. Appointment of Office Bearers**

In accordance with our constitution, invitations had been extended to all parents and carers to consider standing for a role on the Parent Council.

- Chair – Katy Gibb - Proposed Wendy Robb/Seconded Gerry Eckersley
- Vice-Chair – Wendy Robb - Proposed Katy Gibb/Seconded Lynne Seaton
- Treasurer – Ruth Ronald - Proposed Amanda Quinn/Seconded Katy Gibb
- Secretary – Jackie Mackay - Proposed Gerry Eckersley/Seconded Lynne Seaton
- Fundraising – Tara Williams - Proposed Jackie Mackay/Seconded Wendy Robb

Many thanks from the Parent Council were expressed to Gerry Eckersley and Lynne Seaton for their hard work in their positions over the last few years as they step down from their roles as Chair and Treasurer. Elaine Bannatyne also expressed special thanks to them on behalf of Balfron High School.

### **5. Chairperson's Report**

Gerry Eckersley started by reminding us of the aims of the parent council.

1. provide a voice for parents, in schools and in their local authority, on issues that are important to them and their children
2. help the school to understand how to most effectively involve parents in their children's learning and in the life of the school
3. support the school and headteacher in developing strong home/school partnerships
4. support the school in its development and improvement, and in understanding and making links with the wider community
5. capture the unique and varied skills, interests, knowledge and experience that parents can offer.

6. Through the formation and operation of a fund raising sub group, raise funds to enhance school resources

She felt that the Parent Council is going quite well with aims 1 to 4 and definitely going from strength to strength with aims 5 and 6.

Gerry was very pleased to report that there has been a significant increase in the number of parents coming along to the Parent Council meetings over the last year. It is always hoped to obtain a good representation from the different villages.

The Council has continued its focus of improving communication with parents with agendas and minutes available on the school website under the Parent Council tab within Parent Zone and have communicated meeting topics in advance to try to encourage attendance. Thanks were given to Jackie Mackay for helping with social media communication previously done by Lynne Seaton, which has helped extend the council's reach to parents

Throughout the year the Council has had a topic focus for each meeting including:

- Supporting Learning at home and exam results
- Vaping
- Chromebook update and new form class structure
- Anti-Bullying, Mentors for violence and keeping young people safe

The council has also discussed a range of academic and non-academic topics including:

- Consultation on the development of a 'Communicating with Parents' Code of Practice
- School excursions – parent feedback and new guidelines
- Parent volunteering
- The Parent Council have had a higher profile at school events including presenting to the new S1 Parents, providing refreshments/raffle at school events – e.g. school show, Spring Concert and Graduation Ceremony and continue to provide some parental support to Halloween Discos and Christmas dances.
- In terms of pupil involvement and feedback, as parents, we have canvassed views from our own children as appropriate to bring their perspective as well as gaining input from Head prefect team at meetings.
- The fundraising sub group led by Tara as co-ordinator has grown in strength and focus - more detail of amounts raised will be covered in the Treasurer/fundraiser updates.

Gerry wished to thank everyone for their ongoing commitment to supporting the school and the young people. Thank you to Elaine for her approachability, enthusiasm and effective leadership that has enabled the school to continue to move forward and respond effectively to the needs of the children. Gerry also wished to acknowledge Elaine's preparedness to discuss topics at these meetings that have a degree of controversy as well as seek direct channels of communication with parents as appropriate.

Gerry also gave thanks to the many staff who have attended meetings and contributed to our understanding of current issues and developments and taken on board our feedback. She also thanked the head prefects who have contributed to meetings and provided us with

a young person's perspective and have effectively represented their peers to the parent council.

As Gerry is stepping down from the role of Chair after three years, she wanted to say a big thank you to her colleagues in office bearer position and all the parents who have supported various Parent Council activities – a huge team effort.

## **6. Headteacher's Report**

### General Update

Lomond House are the Inter House champions for 2018/19

The S6 Graduation and leavers brunch was a positive event

The following award ceremonies will be taking place

Junior Awards – morning of Friday 31<sup>st</sup> May

Sports Awards – Tuesday 18<sup>th</sup> June

Senior Awards – September 2019 – Date TBC

The French Exchange leaves from Balfron on Wednesday 8<sup>th</sup> May

The S3 Swiss Alps trip leaves on Saturday 18<sup>th</sup> May

There will be special assemblies for S1 Geography classes and the Pupil Council with Arthur Dahl on Friday 24<sup>th</sup> May. Arthur Dahl is an expert in environmental and sustainability issues.

Improvement planning key areas for the 2019/20 session

- Tracking and reporting – the school are looking at doing more regular reporting to parents
- Positive Relationships policy – now in place
- Mentors for Violence Prevention – now in place
- Curriculum offer in senior phase – ensuring that pupils get the best opportunity possible to achieve as many qualifications before leaving the school
- Cost of the school day – the school plan to look at sharing details of the cost of running the school to give parents and better understanding of how the school runs.

### Curriculum

Codebase partnership have been in and completed a digital challenge with S1

A group of mainly S1 pupils are enjoying their time at Forest School at Mugdock

S1 pupils took part in a Holocaust Remembrance Programme with a visiting rabbi as part of the Religious and Moral Education class

The S2 Youth Philanthropy Initiative winners this year were The Young Carers and this charity will receive a prize of £3,000

The new timetable starts on Monday 3<sup>rd</sup> June

A group of pupils took part in drama and dance workshops followed by attending a performance of Matilda

For the first time next year the school will be teaching a National 5 Drama class

Jemma Walker is going to be running Art for Wellbeing Intervention classes.

The new S4 classes will be the first ones to embark on 7 National Qualifications

The Future Pathways event is being held on Friday 7<sup>th</sup> June

18 S3 pupils attended the Stirling Council Chambers to be involved in the Stirling Youth Forum. They will be doing a presentation to the principal teachers to make them aware of the suggestions they made to Stirling Council.

The school has had a second visit from a teacher from Riska Middle School, Norway to discuss and observe lessons operate here, then compare to how they teach in Norway. One big difference is that here our classes are 50 minutes in length but in Norway they are 2 hours long.

#### National Qualifications/Attainments

The exams are running smoothly with positive feedback about the children. The school expressed a massive thanks to Penny Bath and her team

The SQA results for the pupils will be issued on Tuesday 6<sup>th</sup> August

The leadership team will be available in school on Wednesday 7<sup>th</sup> August to take/make phone calls and help with re-coursing.

#### Parent and Partners

The school thanked the Parent Council for the funds to provide an extra 10 weeks of the counsellor support. These 10 weeks have now finished. It is hoped that there will be funding from the Scottish Government to provide a counsellor in the 2019/20 session.

Dr Appelquist is dealing with the responses of the Transition Survey which was sent out to P7 parents earlier this year.

The school has received positive feedback from the Thematic Inspection. They especially commented on the good ethos of the school

There will be an On-Line Safety evening on Thursday 30<sup>th</sup> May. It will be a joint event between the school, the Parent Council and the local police. The plan is to cover Risks, advice, reporting and conversations plus giving parents an opportunity to share their ideas.

Parental support within the school. Unfortunately, Cathy O'Donnell, the school librarian, is retiring at the end of this term. To ensure that the school does not lose the very important facility they are co-ordinating with the English Teachers and hopefully a team of volunteer

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parents to keep it operating. If anyone is interested, then appropriate training would be given.

The Community Senior Prefects will be back in place in the 19/20 session (Due to a lack of Community Councils in the area in 18/19 these roles had not been needed). It allows the pupils to get involved in their local communities and spot opportunities e.g. involvement with Balfron Lunch Club

The school is looking for suggestions from parents to be included in the School Improvement Plan for 19/20

The new Communication Policy will be launched in August. It will be very personalised i.e. naming specific teachers etc. so it was felt to be more practical to wait until the new academic year.

Parents are encouraged to use the Engaging of Parents and Families Toolkit (Education Scotland, March 2019) - <https://education.gov.scot/improvement/learning-resources/engaging-parents-and-families-a-toolkit-for-practitioners>

#### Staffing

Retirals in June – Mrs Steele (Home Economics), Mrs O'Donnell (Library), Mrs Robertson (Biology)

Mr McFarlane (PTPS Campsie House) has been made permanent

Mr Lauder (PE) has been made permanent

Mrs Black (English 0.4)

The probationers for next year will be confirmed on Thursday 9<sup>th</sup> May. It hoped to have probationers in Maths, Geography and PE

#### Pupil Achievements

The S1 and S2 rugby teams both won the Central 7's tournament

Connor Bell won Gold and Joshua Kennedy won Bronze at the "Stuc a Chroin" hill race in Strathyre

The S2 team are the National Giant Heptathlon Champions for 2019

At the Cross-Country Championships, the pupils achieved two silvers and a bronze medal  
Arvin Sandu and Tyler Thompson have both received Forth Valley College Awards

### **7. Treasurers Report**

Lynne Seaton presented the accounts of the Parent Council for the year 1<sup>st</sup> May 2018 to 30<sup>th</sup> April 2019. The accounts will be verified before they are handed over to Ruth Ronald.

The Parent Council holds current funds of £1,761.72.

During the year £5,135.85, £4,165 was presented to staff in BHS for a variety of items (please see Fundraising section)

In addition, there were the prizes for the 500 Club and a few small expenses for the ceilidh last June

Valerie Callan have very kindly offered to run the 500 Club. Lynne will be meeting with her to do a hand over. We look forward to supporting Valerie with her new role, especially as it is an amazing fundraiser for the Parent Council.

The signatories for the bank account are currently –  
Gerry Eckersley, Chair  
Lynne Seaton, Treasurer  
Tara Williams, Fundraising Coordinator  
Fiona Edward-Smith

Cheques are to be signed by two of any three of the signatories. Internet Banking Access is authorised for Lynne Seaton as Treasurer.

Lynne will work with Ruth to ensure a smooth transition of signatures removing herself, Gerry Eckersley and Fiona Edward-Smith and adding Ruth Ronald and Katy Gibb plus the transfer of online banking to Ruth.

Thanks again were expressed to Lynne for looking after the funds for the Council.

#### **8. Parent Volunteering Opportunities.**

The list of PVG'd registered parents/carers is now at 38. If any parent wishes to get involved with activities with the pupils please contact Jackie at [balfronhighschoolpc@gmail.com](mailto:balfronhighschoolpc@gmail.com) to request a form.

#### **9. Fundraising Update and 500 Club Draw**

Tara Dunseith expressed her thanks to everyone who has helped/provided support to the Fundraising team at the various events.

It has been a successful year for fundraising and it could not have been done without the support received whether through the kind donations of prizes for the raffles/silent auction or by providing physical presence (including helping us send out 300+ teas/coffees/juices in a 10 minute window at the Spring Concert/S6 Graduation)

Tara felt it was important that everyone was reminded all the wide-ranging needs that the Parent Council has been able to support this year: -

- Providing native/fluent speakers in modern languages
- Providing visiting authors
- STEM – Race for the line
- Maths S1 text books
- Maths Workbook subscription
- Leotards for the BHS Gymnastics club
- Netball equipment for the school teams
- Forestry school at Mugdock
- Contribution towards the minibus costs
- Resourcing a school counsellor

The parent council has been able to provide both funding for bids requested by the teachers twice a year but also been able to support much needed resources such as the school counsellor on a reactive basis.

Tara hopes that we will be able to continue in the vein but also additionally have a “big need” to fundraise towards. The school has an ongoing need for a contingency for the Chromebooks which have been introduced for the current and future S1 pupils plus funds for ongoing maintenance/replacement mainly of IT equipment e.g. Interactive White Boards.

The Fundraising team’s next event is the Family Ceilidh on Friday 7<sup>th</sup> June at 7.30pm. Everyone is welcome. This event was run for the first time last year and was a lovely evening where the amazing musical talent of the pupils of the Balfron High School Ceilidh Band were showcased.

Also, the Balfron High School Clothing Company will be represented at the Uniform Nights on Wednesday 12<sup>th</sup> and Thursday 13<sup>th</sup> June.

There is also a possibility of a winter musical event along the lines of a Candlelit Jazz night. It is at early stages at the moment and would welcome some feedback

**Club 500 – Draw**

The winning ticket was No 7.

**10. A.O.C.B.**

There was no additional business

**12. Dates of future meetings**

The following dates were confirmed for the 2019/20 academic year

3<sup>rd</sup> September 2019

12<sup>th</sup> November 2019 (changed from proposed date of 5<sup>th</sup>)

14<sup>th</sup> January 2020

10<sup>th</sup> March 2020

5<sup>th</sup> May 2020 (AGM)