



**Minutes of AGM held 20<sup>th</sup> September 2018**

**Agenda Items:**

1. Welcome and Apologies
2. Round up of Year (Chair)
3. Treasurer / Finance Report
4. Head-Teacher Report
5. Fundraising Group Update
6. Election of Roles
  - a. Chair
  - b. Vice-Chair
  - c. Treasurer
  - d. Secretary
  - e. Members
7. Constitution

**1. Welcome & Apologies**

**Present:**

Emma Carter (Secretary)	Helen McLean (Chair)
David Williams (Treasurer)	Lorraine Slabbert (Head)
Shirley Gallivan (Depute)	Andrew Buchanan (member)
Joanna Falconer (Vice-Chair)	Ruth Allan (Depute)
Alison Webster (member)	Kirstin Rodger
Morag Sorbie (member)	Anneli Spence
Mairi Sweenie	Julie Jones

**Apologies:**

Susan Henderson	Lucy Hawkins
Susan Morris (member)	

**2. Round up of Year (Chair):** See Appendix I.

**3. Treasurer/Finance Report:** See Appendix II.

**4. Head-Teacher Report:** See Appendix III.

5. **Fundraising Group Update:** See Appendix IV. In addition, the Caledonian Christmas Tree collaboration also took place and raised £100.
6. **Election of Roles:**
  - a. **Chair:** Current Chair is Helen McLean who happy to continue. Everyone in favour.
  - b. **Vice-Chair:** Current Vice-Chair is Joanna Falconer who happy to continue. Everyone in favour.
  - c. **Treasurer:** Current Treasurer is David Williams who is happy to continue. Everyone in favour.
  - d. **Secretary:** Current Secretary is Emma Carter who is happy to continue. Everyone in favour.
  - e. **Members:** Current members are:  
**Donna Smith:** In line with the constitution has now been retired as a member. An email to be sent thanking her for her support.  
**Morag Sorbie:** To continue. Everyone in favour.  
**Alison Webster:** To continue. Everyone in favour.  
**Andrew Buchanan:** To continue. Everyone in favour.  
**Susan Morris** – wishes to step down as a member due to other commitments.  
**Anneli Spence:** Co-opted as a member. Everyone in favour.  
**Kirstin Rodger:** Co-opted as a member. Everyone in favour.

7. **Constitution:** On-line access has now been granted so an extra bullet point required stating that online banking can be paid by the Treasurer up to £500.

In addition, a previous bullet point also needs to be amended to read that “The account will require signing by two of the signatories to authorise withdrawals from the account by cheque for payments over £500.”

## Appendix I

### DPS Parent Council Chair Report 2017/2018 September 2018

I have been the Chair for one year now and during this time, Emma Carter (PC Secretary) and I have had the privilege, or should I say stress (!), of being on the interview panel for the recruitment of our newly appointed Head Teacher, Mrs Slabbert. The process leading up to the interviews was quite stressful for the two of us, as many parents and carers were becoming concerned at the lack of continuity, due to the school being led by 3 different Head Teachers in 3 years. The weight was on our shoulders to get it right! This was quickly lifted when Mrs Slabbert not only impressed the interview panel but also the panel of young people at DPS. Their feedback was 'we would LOVE to have her as our Head Teacher!'.

I am extremely proud of our fundraising group and all the parents and carers who supported the various fundraising events over the last year. The funds raised, are vital for enhancing the learning environment for the children and without a strong fundraising group, this just would not be possible.

Here is a list of areas the Parent Council have helped provide from the raised funds:

- Further development of the school kitchen garden
- 35 Chromebooks
- 2 Waterproof gazebos
- Replenishment of reading material for the older children
- Teacher classroom floats
- Christmas parties and pantomime

Over the year, the Parent Council discussed many topics:

- Playground flooding and grounds maintenance
- Safer traffic measures and combatting inappropriate car-parking
- Parentmail alternatives (Schools App)
- Staffing updates
- School Improvement Plan: closing the attainment gap between the least and most disadvantaged children, digital learning, growth mindset
- Homework
- SNSAs (Scottish National Standardised Assessments)
- Cost of the school day
- Golden mile
- Connect (formerly SPTC – Scottish Parent Teacher Council) Information Sessions - 'Involving All Parents'
- P4/5 Rocket Fund success – coding equipment
- Parental Engagement Strategy
- Rewriting of the Constitution
- Adopting the DPS Jubilee Orchard from the Dunblane Development Trust Environment Group
- DPS Parent Council Twitter account

Finally, as Chair, I would like to express my appreciation of the positive relationship that the Parent Council and School share. It is so important for us to carry forward the discussions, be proactive and support the School as much as possible.

**Helen McLean**

## Appendix II

### ACCOUNTS FOR ACADEMIC YEAR 2017-18

IN	OUT	BALANCE	*25-Sep-17 through to 20-Oct-17
08-Sep-17		£ 15,920.62	
19-Sep-17	£ 269.98	£ 16,190.60	Tea & coffee money from 2016/17
*	£ 667.50	£ 16,858.10	Xmas card sales - bank transfer
24-Oct-17	£ 529.00	£ 17,387.10	Tea towel sales
24-Oct-17	£ 392.00	£ 16,995.10	Halloween floats
31-Oct-17	£ 119.72	£ 16,875.38	Booker for Halloween disco
01-Nov-17	£ 95.76	£ 16,779.62	Halloween expenses - Lauren
01-Nov-17	£ 10.00	£ 16,789.62	Tea towel sales
01-Nov-17	£ 1,661.00	£ 18,450.62	Xmas card sales - cash and cheques
01-Nov-17	£ 2,391.70	£ 20,842.32	Halloween money in
02-Nov-17	£ 39.09	£ 20,803.23	Halloween expenses - Caroline
02-Nov-17	£ 62.99	£ 20,740.24	Halloween expenses - Sarah Begg
14-Nov-17	£ 1,000.00	£ 19,740.24	DPS class floats
11-Dec-17	£ 83.24	£ 19,657.00	Booker - panto popcorn
12-Dec-17	£ 1,960.00	£ 17,697.00	Xmas cards invoice
14-Dec-17	£ 41.45	£ 17,655.55	Movie night expenses - Lauren Freckleton
14-Dec-17	£ 50.39	£ 17,605.16	Panto expenses - Helen McLean
28-Dec-17	£ 468.00	£ 17,137.16	DPS Xmas parties
09-Jan-18	£ 75.50	£ 17,212.66	Xmas card sales
09-Jan-18	£ 221.00	£ 17,433.66	Movie night ticket sales
09-Jan-18	£ 40.82	£ 17,474.48	Movie night tea and coffee
09-Jan-18	£ 64.00	£ 17,538.48	Xmas tree raffle
09-Jan-18	£ 63.30	£ 17,601.78	Preloved sales
09-Jan-18	£ 90.44	£ 17,692.22	Tea and Coffee for 1st Nativity
09-Jan-18	£ 91.00	£ 17,783.22	Tea and Coffee for 2nd Nativity
30-Jan-18	£ 29.98	£ 17,753.24	Red sashes - Morag Sorbie
01-Feb-18	£ 2,000.00	£ 15,753.24	Outdoor space
01-Feb-18	£ 3,500.00	£ 12,253.24	Books
01-Feb-18	£ 7,500.00	£ 4,753.24	Chrome books
07-Mar-18	£ 331.00	£ 5,084.24	Quiz night ticket sales
07-Mar-18	£ 160.00	£ 5,244.24	Quiz night raffle
07-Mar-18	£ 100.00	£ 5,344.24	Donation to school for Christmas tree sales
04-Apr-18	£ 84.00	£ 5,260.24	Raffle tickets - Claire Mitchel
30-May-18	£ 2,400.00	£ 2,860.24	Cash for floats - fete
06-Jun-18	£ 90.00	£ 2,770.24	USB gladiator joust
06-Jun-18	£ 468.08	£ 2,302.16	Booker - summer fete
12-Jun-18	£ 80.00	£ 2,222.16	Bennetts
13-Jun-18	£ 155.59	£ 2,066.57	Booker (summer fete but keep for Halloween '18)
15-Jun-18	£ 7,527.05	£ 9,593.62	Summer fete money in
20-Jun-18	£ 33.06	£ 9,560.56	Fete expenses - Caroline
27-Jun-18	£ 55.30	£ 9,505.26	Fete expenses - Lauren
29-Jun-18	£ 688.00	£ 10,193.26	Remainder of summer fete money in
29-Aug-18	£ 553.95	£ 9,639.31	Pay DPS back for gazebos
	£ 14,981.29	£ 21,262.60	
IN	OUT		

### Appendix III contd..

Summary of events	IN	OUT	PROFIT/LOSS		
Halloween disco	£ 2,391.70	£ 709.56	£	1,682.14	
Movie night	£ 261.82	£ 71.43	£	190.39	
Christmas cards	£ 2,404.00	£ 1,960.00	£	444.00	
Summer fete	£ 8,215.05	£ 3,366.03	£	4,849.02	
Quiz night	£ 491.00	£ -	£	491.00	
Misc. fundraising	£ 1,217.72	£ -	£	1,217.72	
DPS		£ 15,155.58	-£	15,155.58	
	£ 14,981.29	£ 21,262.60	-£	6,281.31	

Event - numbers are rounded			Last year...
Halloween disco	£ 1,700	profit	£ 1,800
Movie night	£ 200	profit	£ 300
Christmas card sales	£ 450	profit	£ 600
Summer fete	£ 4,850	profit	£ 5,700
Quiz night	£ 500	profit	£ 650

Spend - actual	
Class floats	£ 1,000.00
Xmas parties	£ 468.00
Panto	£ 133.63
Outdoor space	£ 2,000.00
Books	£ 3,500.00
Chrome books	£ 7,500.00
Gazebos	£ 553.95

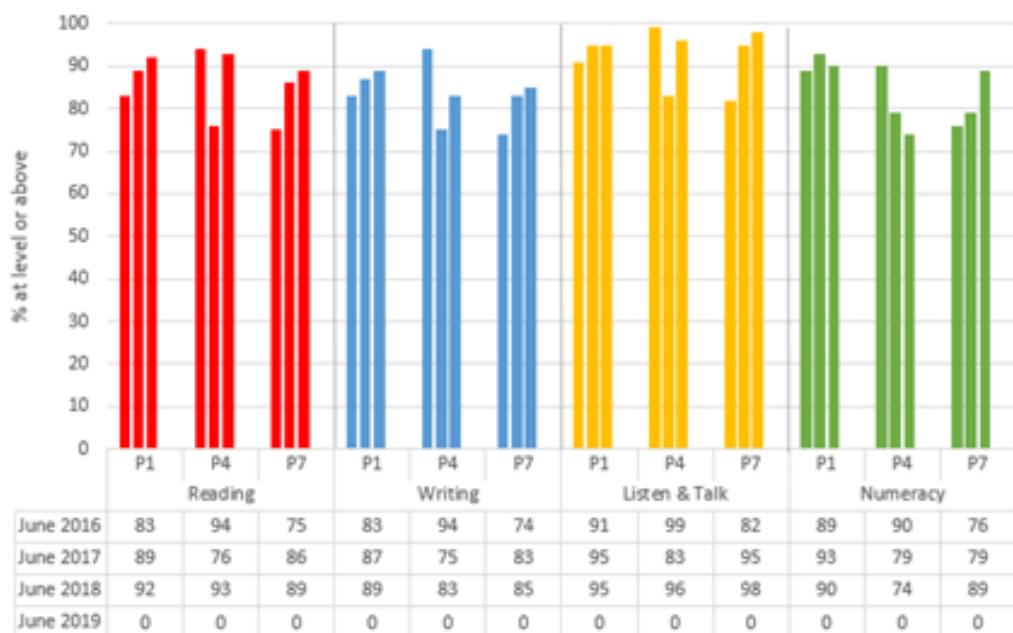


MARTIN ROBERTS  
17/09/18



Parent Council Meeting  
Head Teachers Report  
September 2018 AGM

DUNBLANE PS: ACEL



Continued gains in attainment across all levels with the exception of P1 and P4 in numeracy as of June 2018.

We learned in August that following an assessment visit the previous term, the school has had its Eco Green Flag status renewed.

We were delighted that we were amongst the first schools in Stirling to receive a Gold Sports Scotland award in recognition of the school's achievements in putting sport at the heart of the school's practice and ethos.

We are proud of 15 of our children who have earned Hi5 awards.

The school's work on 'Food for Thought', in the learning lab kitchen and the planters, was recognised as worthy of being shared with other schools and now features as an exemplar of good practice on

### **Appendix III contd.....**

Education Scotland's Improvement Hub. Further to this we were delighted that our award from Tesco's Bag for Life scheme has allowed us, together with support from the Parent Council, to build a poly tunnel and covered learning area up at the planters.

We were very pleased with the report following an assessment of the quality of care and support, and the quality of management and leadership in our nursery by the Care Inspectorate. The nursery was awarded a grading of excellent for its care and support, and very good for its management and leadership.

Our P4/5 class worked very hard through one of their contexts for learning to successfully raise a 'Rocket Fund', which has enabled the purchase of various equipment to support coding lessons across the school.

One of our pupils earned an individual John Muir award, and the P7 classes have all achieved a Discovery award through the John Muir Trust.

Our P6 and P7 teams who took part in the Euro Quiz and Rotary Quiz performed very well, with the P7s coming second in their competition.

#### **How do we plan to continue to improve our school in 2018-2019?**

Our plans for improvement next session include:

- Raising attainment in numeracy and literacy, including embedding our in-school numeracy assessments and extending them to the initial phase of third level, revisiting numeracy teaching strategies, training P1 staff in Read, Write Inc approach and developing clearer progressions in comprehension skills and reading resources.
- In health and wellbeing, developing staff expertise in nurture principles and other strategies, developing the use of a health and wellbeing hub in school to support a range of HWB strategies, and embedding a growth mindset progression of skills and resources.
- Increasing staff knowledge and expertise in outdoor learning.
- Developing the school improvement planning process to involve greater input from parents and learners.
- Across Dunblane's learning community schools we will continue to improve digital literacy and improve the quality and range of digital learning opportunities for children, and we will create a framework of core skills to support creativity and employability.
- In the nursery we are looking at promoting health and wellbeing by increasing active play, encouraging healthy food choices and providing opportunities for taking part in a structured PE programme.

## Appendix IV

### **Fundraising Committee Report**

#### **2017/2018**

Once again, another successful year from our volunteers in the fundraising group. Firstly we would like to thank Caroline Earnshaw for her 5 years in the group, and finishing off last year leading the committee. She has decided to call it a day this year so thank you so much for her her time and efforts.

We had the usual events, starting with the Halloween disco in October 2017. Following a “debrief” of the event we have decided that the gym hall was definitely too small for the nursery-p3 children. There was not enough room for the activities in the hall outside the gym so we are going with a new plan for this year. Nursery to p3 tickets sold out so we are moving them back to the assembly hall this year to ensure nobody misses out and everyone has a better time.

We did not do the usual activities of “dooking for apples” and “donuts on a string” for the older children. Feedback was that they missed these activities so they will be back this year!

We are also looking at the cost of our events, in line with the “cost of the school day” investigation. We will be discussing how we can make the Halloween parties accessible to all, this has not been finalised yet. On the same note, we are going to ask for donations of Halloween costumes and set up a rail at the front office with a donation box which will be accessible for all.

The Christmas movie night was a lovely evening and we will go with the same format this year - ticket to include a goodie bag with snacks. We are not going to include a bottle of water this year, instead we will ask children to bring their own drink bottle with them. This is in an effort to reduce plastic waste. Going with the drive to reduce the cost of the school day, we will make the movie night by donation this year, to ensure no one misses due to cost.

Cauliflower cards again was very successful and will be done again this year.

We attempted to have a Christmas “shopping” evening at the Westlands but unfortunately not enough tickets were sold so this had to be cancelled. This may be re-visited in the future.

We had our very popular quiz night in February. This will remain the same this year.

Lastly, the summer fete. The weather forecast hampered us slightly this year as we thought it was going to rain so some activities were moved indoors. In the end, it was a beautiful day and everyone seemed to have fun.

Going forward this year we are looking at the cost of the school day, making sure that all pupils can access the events that we run. We realise that this may have an impact amount of money raised but it is essential that everyone can enjoy all of these events. We have the possibility of a couple of new fundraising events in the pipeline, details to be confirmed.

We have a few new faces in the group but are always looking for new volunteers, especially to help out at events. All help, as always, is massively appreciated as we are all in this to enhance the school for all of the children.

#### **Appendix IV contd...**

Breakdown of money raised from each event -

- 2017 Halloween disco - £1700
- 2017 Cauliflower cards - £450
- 2017 Movie night £200
- 2018 Quiz night £500
- 2018 Summer Fete £4850
- 2018 Caledonian Christmas Trees - £100

Morag Sorbie  
On behalf of the Fundraising Group  
September 2018