**Gartmore School Partnership (GSP)**

**Meeting**

**Monday 26th August 2019 7-9pm**

**Gartmore Primary School**

**Annual General Meeting**

Attendees: Fiona Buchanan (Head Teacher), Jane Cargill (Chair), Clair Evans (Secretary), Stephen Hart (treasurer), Christine Franks (Committee and GASC), April Simpson, Eileen Calverley, Hannah Robinson, Anne Jackson, Anne Walker, Paul McIntyre, John Poulter, Celine Woodrow.

1. Chair’s welcome and apologies

The welcomed everyone to the AGM.

Apologies received from Wendy, Stuart, Jill and Claire.

1. Sign-off of minutes from the Previous Meeting

The minutes from the previous meeting were agreed.

1. Election of new GSP Office Bearers

Many thanks to Jane and Clair for their contribution to the GSP committee.

Welcome Simon Evans, Bridget Jones and Hannah Robinson onto the committee. Simon will act as Chairperson with Bridget deputising as required. Hannah will act as Secretary.

The term of office for the new committee members is two years.

GSP to approach Joy Henderson to be community link with the school

**Action: FB and HR to contact Joy**

1. Headteacher’s Report (FB)
   1. Support for Learning Assistant hours: Mrs Hennessy’s hours of work are currently protected until the 21st Oct, whereafter her hours are scheduled to be cut by 8.92 per week. The SLA’s hours are currently based on a contract of 18.92 hours per week plus an additional 8.92 if there is a child or children who are in receipt of a footwear and clothing grant. Currently, the school does not have children receiving the grant.

Mrs Hennessy has a pivotal role in supporting learning and play both inside and outside. The loss of these hours will have some effect as she often supports groups within a composite class. Teaching staff will work hard to ensure that the learning experiences are not compromised and will plan effectively around Mrs Hennessy’s hours.

Mrs Buchanan will be resending out a consultation on the reduction of school hours to parents as well as undertaking discussions with the GASC.

The outgoing Chair is to write to the council on behalf of the GSP to request reversal of cuts to the SLA hours.

**Action: FB Consultation**

**Action: JC letter to Council ASAP.**

* 1. Budget / finance

Mrs Buchanan provided a copy of the devolved budget for Gartmore Primary School. A copy of the budget is available from the school. The school is still expected to make savings despite a budget cut from last year. A significant part of the school budget goes on property response repairs (broken toilet seats, changing light bulbs etc). Gartmore PS does not have janitor support so all request for unplanned maintenance and repairs has to be requested centrally which is expensive.

**Action:** **FB to make enquiries from neighbouring schools with janitors to explore possibility of bringing local janitor support in.**

**Action: JC to write regarding janitor support.**

**Action: FB to request help from parents for simple repairs as appropriate.**

**Action: FB to present budget annually at April GSP meeting.**

* 1. Repair of play equipment in school field.

This has not progressed. It is understood that HW raised an issue regarding insurance for repaired play equipment.

**Action: HW to formally arrange repairs to the play equipment in discussion with and accession by FB and GSP ASAP.**

* 1. Welcome to Miss Smith who is teaching P5-7s this year. Miss Smith is a probationary teacher. She has an interest in early year’s education. Please attend the meet and greet session if you can.
  2. 26 pupils this year. No new starts. There should be some new starts next year.
  3. School improvement plan for 2019/20: Literacy and spelling
  4. Pupils will be assigned to their Houses and to their themed learning groups (Health and wellbeing, Eco, Digital and Science). The pupils in Health and Wellbeing will be focussing on road safety as well as other topics. The health group will be developing a travel plan, petitioning the community council and so on.
  5. There will be a road safety week in November. Bikeability training for trainers (Parents and teachers will take place on Thursday 5th Sept – places still available for parents)

**Action: FB/AS to write a letter of concern regarding speeding to Community Council as part of road safety week before September meeting of CC**

* 1. Seesaw app. An email was circulated about the seesaw app which parents can sign up to. Parents will be able to view work that has been uploaded to the app by their own children.
  2. Holistic assessment of pupils. Teachers will employ a multifaceted model of assessing pupils learning in a wide variety of settings.
  3. HMI inspection. The school inspection last year was very positive. The teaching staff have reviewed the report and are actioning comments received. A copy of the report is available from the school.
  4. Languages

Heidi Bryce will be continuing with the school this year and will continue to teach Spanish. French will be taught by the teachers.

External tutor: The external language tutor undertook trial lessons with the children last term. The majority of parents were keen for a lunchtime club to go ahead, but unfortunately the tutor was unable to provide that at this time. Staff have expertise in French and Spanish and it was agreed that school staff would continue with the curriculum in languages for this session although the situation could be reviewed at a later date.

* 1. Christmas panto: This year M&M productions will be delivering a panto in Gartmore for the children rather than an excursion to MacRoberts.

1. Treasurer Report

The treasurer’s financial report was circulated with the agenda. The meeting approved :

1. 2018/19 Accounts
2. 2019/20 Budget (including GSP spend to support the school).
3. Breakfast club / GASC

GASC hours: 3:15pm to 5:15pm

Staff working in GASC will need to attend their annual child protection training.

JC and FB are to work with Celine regarding accessing resources and creating a plan for the children for GASC.

**Actions: FB, JC and CW**

1. AOCB

* Gartmore 10k and Fun Run. Marshals, timing officials, cakes

There are 132 runners for the 10k and 25 for the Fun Run.

Cakes, biscuits needed for the finish line please.

Instructions for the marshals will be sent out later this week.

(Race starts at 10am, Marshal brief at 9am in the Village Hall, competitor’s registration open from 8am)

**Actions: CE to email out.**

* Bearsden Fiddlers concert Saturday 26th October

This is being organised by Claire Gilchrist (Struan’s Mum). She’ll need lots of support on the run up to this even as well as on the evening.

**Action: CG to email out GSP for assistance.**

1. Date of next meeting: **Monday 28th October 7-9pm**