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## **Parent Council AGM Meeting Minutes**

**Wednesday 6<sup>th</sup> October 2021, 7:30pm**

**Attendees:** Kirsty Cluff; Fiona Levens (Chair/minutes ); Angela Thomson; Fiona Glass; Emma Watson; Helen Donald, Roddy Williams

**Apologies:** Councillor Stewart; Rev Thomson

### **1. Previous Minutes/Matters Arising**

Selection of new committee members.

Meryl Boyd (Treasurer) and Lynne Binnie (Secretary) expressed their desire to step down from their respective roles. Fiona Levens (Chair) also expressed a desire to reduce Parent Council duties due to work commitments.

Helen Donald volunteered as secretary and was seconded by Fiona Levens

Emma Watson volunteered as treasurer and was seconded by Kirsty Cluff.

It was agreed that Fiona Levens will continue in the role of chairperson, in conjunction with Kirsty Cluff, in a joint capacity. This was Seconded by Emma Watson.

### **Head Teachers Report**

Staffing		<ul style="list-style-type: none"><li>• All present</li><li>• Mrs Laura Bruce, PSSW (Monday &amp; Tuesdays) has been made permanent</li><li>• Have some extra PSA hours (5 hours/ week) as we do not have the ECP in school one day a week</li></ul>
School Budget		<ul style="list-style-type: none"><li>• School Fund – £1345.</li><li>• £242.43 in general and the rest is committed (Living Communities - £549.39 etc.</li></ul>

		<ul style="list-style-type: none"> <li>• DSM – new budget came in on 5/04. Year end came in at an understand due to money back for supply. Therefore, DSM in good shape</li> <li>• PEF - £9863 cf of £2376 was allocated for this financial year. This has been fully committed through extending PSA staff hours and Pupil Support Teacher.</li> </ul>
Diary dates		<ul style="list-style-type: none"> <li>• Friday 8/10/21- October Holidays</li> <li>• Monday 25/10/21 – Start of Term 2</li> <li>• Thursday 28/10/21 – Hallowe'en Fun Run</li> <li>• Friday 29/10/21 – Hallowe'en Bake Sale</li> <li>• Wednesday 10 November – Parent Contact Sessions</li> <li>• Thursday 11/10/21 – Inservice Day 3</li> <li>• Friday 12/10/21 – Inservice Day 4</li> <li>• Monday 15/11/21 – Anti-bullying week</li> <li>• Tuesday 30/11/21 – St Andrews Day</li> <li>• Wednesday 1/12/21 – Flu vaccines</li> <li>• Friday 17/12/21 – Christmas lunch</li> <li>• Wednesday 22/12/21 – School Holidays, 12pm</li> </ul>
School Improvement Plan		<ul style="list-style-type: none"> <li>• <i>Numeracy</i> - LMG working with Lynda Keith (consultant) to refresh training on numeracy and maths lessons. Looking at any aspects which have been flagged up in the SNSAs – P7 and P4 have been completed. Fractions (although covered in term 3) in P7 and information handling in P4 (covered later in term 4)</li> <li>• <i>HWB</i> – looking at resilience and ensuring everyone is in a good place after lockdown.</li> <li>• <i>School Vision, Values and Aims</i> – remains a focus now that pupils are back in school.</li> </ul>

## 2. Finance Update:

We have no update on finance due to a lack of treasurer. advised that there is £1448.73 in the bank account; £184.24 in PayPal from the Christmas raffle and £12.35 in petty cash. The total amount of funds at present is: **£1645.32.**

A grant of £384 from Perth and Kinross Council has been received and £75 has been given as a donation from children who have left the school. Outstanding items to be paid are the £40 gift voucher for the school, Education City license and the gambling license which is £20.

### **3. Principal Teachers Report**

Mrs Glass advised that the school is participating in the Rights Respecting School Award. She asked for suggestions of charities which may be of use for community engagement for the students. War Child was given as a suggestion.

K. Cluff enquired as to whether we could link this with the community hub, perhaps in giving food support to those in the local community. There is a local need for families in crisis.

Remembrance day - A historical project was also suggested, perhaps in celebrating the stories of the soldiers from the village. By considering past soldiers and veterans, we could build a 'field' of remembrance on the village green.

### **4. Choir**

**A question was raised about the choir. We can now sing in school however due to Covid restrictions Mrs Parson is unable to visit the school**

### **5. Parent volunteers**

As per last meeting and the library project, two parents have volunteered to assist in volunteering in the library, helping order books and organize. There was also a suggestion that the library needs a fresh coat of paint – could the PC assist with this?

### **6. Meetings via teams**

A question was raised regarding whether teams was the appropriate platform for Parent Council, in order to make it more accessible to more parents. Historically LM had been responsible for setting up zoom, and in order to do so email addresses of participants are required. AT will find out from the council about whether zoom would be appropriate, as it is more accessible, and we could share the link on public platforms (for example the Facebook parent council group or twitter) in advance.

A question was also raised as to whether grandparents or other caregivers can attend meetings, and it was clarified that any parents or guardians of current school pupils would be welcome.

### **7. Fundraising Ideas**

FL advised that fundraising needs to be addressed and whether any fundraising can take place by the PC this year.

We still need to investigate using the charity shop, and whether covid restrictions allow this. KC suggested a flier to encourage people to help. Also it was suggested that by breaking down the year into mini jobs, more parents may be willing to contribute.

### **8. Any other Competent Business**

### Constitution

Mrs Thomson suggested that constitution be looked at to ensure clarity of roles for all committee members.

### School emails

A parent observed that the emails they were receiving were intermittent. AT will look into this.

### Upcoming meetings

The meetings for the next academic sessions will be

Wednesday the 24<sup>th</sup> November 2021 – 7:30

Wednesday the 26<sup>th</sup> January 2022- 7.30

Wednesday the 27<sup>th</sup> April 2022 – 7:30

The meeting concluded at 20:55. FL thanked the new and old members of the parent council for all their help and co-operation.

