

Minutes of the Annual General Meeting of Robert Owen Memorial Primary School Parent Council  
Held On 17<sup>th</sup> May 2021 via Zoom at 19:30.

Present.

Kathryn Gartshore ( Chair), Margo Thomson( Head teacher) Christopher Kennedy, Jenn Fisher, Catriona Murdoch, Gareth Brown,(Treasurer) Annie Smith, Fiona Rogerson, Fiona Barr, Ina Marshall, Claire Orr, Laura McCann, Lis McNally, Gemma Good, Gillian Drummond, Jenni Smith, Kirsty McFerran, Claire Froom, Laura Black, Joan MacMillan and Bronwen Aidoo( Secretary)

Apologies

Vicky Day, Erica Baillie, Miss Munro, Miss McAllister, Nick Johnstone.

Welcome

Kathryn welcomed all who were attending the meeting including Mr Kennedy who was attending for the first time.

Minutes of the meeting held in March 2021 were proposed by Joan MacMillan and seconded by Fiona Rogerson.

Updates

Kathryn advised the parent council had received a letter of thanks from the P7 year group and teachers for the contribution made to the yearbook. Mrs Thomson advised that the yearbooks should be available by the end of June.

Gareth Advised the Leavers ties and the P1 gym bags have been ordered and paid for and will be delivered to the school once they are received.

South Lanarkshire Council had previously been approached by a different parent council to upgrade the zoom access for parent councils so that meetings would not need to be logged out after 45 minutes, but currently, this is not possible. Kathryn requested all members to log back in using the same details to continue the meeting. This occurred twice during the meeting.

Chair reports

See attached report.

Treasure report

Kathryn shared this to the screen and Gareth advised that the accounts are ready to be audited by Fiona Lawn during the summer break and he will provide this report at the first meeting of the new session.

Head teachers report.

Mrs Thomson presented her head teachers report. The highlights are reported below. A round up of current staffing was given. Mrs Gardiner has been on secondment to Underbank Primary and is now at Braidwood Primary and will be returning in June to ROMPS. Miss Munro is acting Depute head. Mrs McDowell is acting principal teacher for 2 days and Mrs Dunlop for three days. Miss Kemp joined the school on the first day of lockdown in January 2020 having not been in the school, met the children or staff. Three teachers have welcomed new babies and further maternity leave is due in the next session. Since September, the school has been working to a recovery Plan with three

focus areas, Health and wellbeing, Equity and Continuity of learning. The health and wellbeing curriculum has been enhanced with the implementation of the emotions works programme and this has been successful with classes using a check in system in the morning and throughout the day.

#### Standards and Quality

Robust teaching and professional learning has taken place. Over 95 % of school children engaged on line with teams and over 70 %of nursery children engaged on teams. Procedures at nursery have been changed following the covid outbreak that closed the nursery for two weeks. The School is planning a summer celebration in June and a Virtual Gala evening. P1 and P7 transitions will go ahead with a virtual and in person component as regulations allow.

Mrs Thomson expressed her sincere thanks to the teaching staff, the senior leadership team and the parent council for the ongoing support she and the school receive from everyone to support and educate our children.

#### Election of office bears

All offices become vacant at the AGM. The parent forum had been given notice and asked to put names forward for office bearers. The meeting was also asked for any volunteers for office bearers.

Chair person Kathryn Gartshore is willing to continue. No other interest noted.

Proposed Gareth Brown.

Seconded Jennifer Fisher

Vice chair Susan Girvan is stepping down

Gemma Good and Fiona Barr had put their names forward to share the vice chair role. Nick Johnston had put his name forward for the vice chair role. The meeting agreed a vote by show of hand should take place. The meeting voted unanimously for Gemma Good and Fiona Barr. These office bearers were proposed by Laura Black and seconded by Jennifer Fisher.

Treasurer. Gareth Brown is willing to continue, no other interest noted.

Proposed Catriona Murdoch

Seconded Laura McCann

Secretary Bronwen Aidoo is willing to continue, no other interest noted.

Proposed Fiona Barr

Seconded Gillian Drummond.

Lets secretary

Jennifer Fisher has put her name forward No other interest noted.

Proposed Bronwen Aidoo

Seconded Claire Froad.

Elected Members. Kathryn advised the Constitution allows for 25 places on the parent council with other parents welcome to attend but only 25 parent able to vote on parent council business.

The list of members for session 2021-2022 is: Annie Smith, Bronwen Aidoo, Catriona Murdoch,, Claire Froom, Erica Baillie, Fiona Barr, Fiona Rogerson, Gareth Brown, Gillian Drummond, Ina Marshall, Jenni Smith, Joan MacMillan, Kathryn Gartshore, Kirsty McFerran, Laura Black, Lis McNally, Vicky Day, Jennifer Fisher, Gemma Good, Vicki Waugh, Susan Girvan and Claire Orr.

Mr Johnston has been contacted about the office bearer role/member list and Mr Kennedy can advise if he would like a members place after the meeting.

New paper work

Kathryn requested all office bears to provide her with details to be forwarded to South Lanarkshire Council to be kept on record but not published. Details held for office bearers are name, address, telephone number and email address. For elected members it is just names held. If this could be forwarded to Kathryn via email that would be helpful for timeous submission to the Council.

Agreement of the constitution 2021

Kathryn reminded the meeting that during the last session there had been a temporary increase to 35 for the number of people which was agreed but this was to be reviewed and returned to 25. The revised clause was circulated to the parent forum via twitter, and school app and no responses or amendments were received. Kathryn shared the constitution to the screen. The meeting agreed the constitution would return to 25. Any other questions or concerns regarding the constitution were invited. Mr Kennedy enquired if there was a quorum for an ordinary meeting or for an AGM. The current constitution states minimum of three parents but is not clear if that is for a meeting or an AGM.

Mrs Thomson suggested as long as there are more parents than teachers. Bronwen agreed to investigate the sample constitution provided by South Lanarkshire council documents and report back at the next meeting.

Looking ahead to session 2021-2022

P1 parent welcome.

The bags are ordered and will be delivered directly to the school. Something similar to an afternoon tea would be ideal. Restrictions on attendance may still be in place. Gemma Good advised she will be attending as a new P1 parent and would be happy to help.

Fundraising

As was seen in treasurers report we will have limited funds to provide the usual items provided to the school, unless a form of fundraising can be completed. The meeting agreed that this was difficult to plan for due to the limitations of covid restriction and understandable limitation of the cost of the school day.

Suggestions made during the meeting included

Lucky numbers, raffles, restaurant take over, ladies night booking the upstairs at the auction marker, online quiz nights, purchase add on advertising fundraising, Borders biscuits, making a school mug or canvas bags, applying for grants and external funding. Each of these have pros and cons.

It was agreed that it was difficult to plan as the restrictions limit the number of people and are subject to change depending on infection rates. Permits for larger gatherings can be made but given previous response this may not be cost effective.

The meeting agreed that all members should consider fundraising options and further discussion can be held by email. Any suggestions should be emailed to Kathryn who will collate and send out a discussion email for further planning.

#### Parental engagement

Kirsty McFerran offered to update the parent newsletter so it could be sent out introducing the new committee members

The parent council challenges have had limited response so far. As the challenges were to be judged by the house captains, the meeting considered if a further challenge for this term should be issued. Mrs Thomson advised that the house captains have several tasks to support the school with in the remainder of the term and may find judging an additional task. It was agreed to discontinue the challenges at present.

Any further ideas for parental engagement are welcome and can be emailed to Kathryn.

#### Meeting dates 2021-2022

At present we are unsure when parents will be allowed to return to face-to-face meetings in the school. The meeting felt that Zoom meetings had benefits for childcare, increased attendance and safety in poor weather. The difficulties with zoom are possibly decreased participation due to the format, lack of access to zoom platform, and personal choice regarding virtual engagement. The meeting felt it would be useful to plan to alternate meetings between face to face and zoom. Hybrid meeting in person with a zoom presence were suggested. Zoom is not supported on the school network and this could make meeting participation frustrating for the virtual attendees. Kathryn and Mrs Thomson will plan dates and liaise with Jenn Fisher regarding booking school if this is possible with covid restrictions.

#### AOCB

No response received. Kathryn looked forward to working with everyone to support the school in the coming session.

Meeting closed at 21:05.

Scribed by Bronwen Aidoo.