



GLASSFORD PRIMARY SCHOOL PARENT COUNCIL

**Minutes of the Parent Council Annual General Meeting
held on Tuesday 27th August 2019 at 7.00pm**

Members present: Gordon Innes (Chair)
Christine Hall (Chair/ Secretary)
Dawn Hamilton (Treasurer)
Anne Anderson
Janet Ballantyne
Lee Rogers

In attendance: Audrey Donnelly (Head Teacher)
Angela Foster
Donna Storry
Donna Troughton

1. Welcome

Gordon welcomed everyone to the meeting.

2. Apologies

Apologies were received from Lucy Williamson, Pamela Buchanan, Linzi Fallow, Cllr Isobel Dorman and Louise Caithness.

3. Approval of Minutes from 2018 AGM

Janet proposed Anne seconded the adoption of the Minutes from the meeting held in August 2018.

4. Business Arising from Minutes

There were a few notes to be recorded:

- Tea Urn has been purchased
- Lovell Board was decorated – thanks to Anne and the teachers for their work. It received a runner up prize
- The Inflatable booked for the last week of term was a resounding success and everyone enjoyed it
- The School website is now up and running and is able to be updated by ourselves as necessary

5. Chairpersons Report

Gordon thanked all the teaching staff for their enthusiasm and positivity during 18/19 and mentioned we are looking forward to getting to know the two new or returning Teachers this year – Mrs Hillis and Miss Warning. Thanks also to the Parent Council Committee for their efforts in fundraising and in supporting the School and teachers. It was very pleasing that Glassford had the highest turnout at the joint meeting with Strathaven Academy to look at the Vision and Values for the Learning Community and Glassford has now embraced these values and are actively displaying the use of them.

We welcome three new families to the school this year and look forward to getting to know them as well and seeing them at events.

6. Fundraising Report

The Ragbag collections continue to be well supported raising over £700 this year. Anne will look at scheduling another street collection for Sept/Oct and bin was emptied again today. The last two amounts collected were £44.40 for May bin and £102.40 for the June Street Collection.

The Christmas Fayre again was our biggest earner raising over £1000 and enjoying a good attendance. There was a lovely atmosphere at the event with lots of children present and spending their pocket money. The corresponding date for this years event is Friday 22nd November. A separate meeting will be arranged to start planning for this.

The summer party was held indoors but ran well with excellently behaved children all participating in the games. There was plenty juice and crisps left for the Sports Day the following week. The party raised approx. £100.

Anne will enquire about a Sainsburys bag packing slot in Strathaven in December though this is getting more and more complex to arrange as their keep tightening the rules. It was a good earner last year.

The School will suffer the same pressure on budget as previous years thus the incentive to fundraise is just as high, so we can pay for bus transport and other essentials when required. Thank you once again to all of you and the extended parent forum for their continued support of events without whom we couldn't do what we do.

7. Financial Report

Dawn presented a full audited balance sheet showing the financial position of the Parent Council Account. There is currently a bank balance of £4250.86. In the last financial year, we purchased the Active Literacy programme, kindle covers and ink cartridges as well as paying for a theatre visit, ice cream for the theatre visit and nearly £600 on school transport. Approximately £2500 was raised during the 12 months which was a fantastic achievement. The Ragbags Scheme and Christmas fayre were our two big earners with Sainsburys bag packing also being very worthwhile. The bank balance is healthy and there is money there when the School decides what they wish to invest in.

8. Head Teacher's Report

- P1/2/3/4 and P5/6/7 classrooms this year. There were 3 new Primary 1s and 3 new children welcomed into P5 and P6. Miss Waring returns to Glassford and will teach P5-7 (as Miss Bailkoski accepted a promoted post as Principal at Wester Overton) and Mrs Hillis will job share with Mrs Steven in P1-4 (as Mrs Goldie has taken a career break). A 'Meet The Teacher' drop in session is planned for 4 September to enable parents to meet the new staff. Miss Forshaw also joins the School as Classroom Assistant on a Wednesday and Friday. The teachers will be challenged as there is such a split of levels within the composite classes, but they have planned well for this scenario.
- School term is already busy with various activities planned – Some children will going to the Academy for a STEM project, swimming lessons have commenced and a 'Meet The teacher event planned.
- Voluntary Self Evaluation (VSE), this took place before the summer and was a good visit. It was learning and teaching driven and looked at maths, Literacy and especially Active Literacy. The aim of the VSE was to clarify to the Teaching Staff, in advance of an HMI inspection, that their plans and aims for teaching and achievement across multi composite classes are correct. They were very impressed with some aspects of Active Literacy in place at Glassford.
- School Improvement Plan. The focus this year will be on Literacy and especially Active Literacy. The new teachers need some training on Active Literacy, and this is arranged. There is a Learning Community meeting next week about the shared School Improvement Plan as our local smaller schools face the same challenges as we do so it makes sense to share the learning and plans.
- There is a new module for Relationships and Sexual Health being developed and once it is released, it will be rolled out, but the basics will be the same and Mrs Donnelly does not expect big changes. Anything different will be advised to parents before the sessions.

- Food technology. Miss Bailkoski applied for a 2K grant before she left for Food technology and the bid was successful. Once the goods have been received, the School look forward to making use of the cooker etc.
- Cost of School Day ToolKit – This is a government led initiative which seeks to make the hidden costs to a School day more transparent. This could be items like costs for trips, extra sports kit, dress down day charges. At Glassford we have done some work to assess what we are doing and what we could improve on in this area. We now have a school uniform swap shop or clothing bank which parents are welcome to use. This toolkit will be a subject we will continue to monitor.
- PEF (Pupil equity Funding) – Mrs Brown this year again will provide 1:1 support for children who need some extra support to improve literacy or numeracy.
- The extensive Transition programme for the P7's to move to the Academy went well and whilst there will always be anxiety, the hope is that the Transition Programmes lessens this and makes the move easier. This years Programme will commence shortly on much the same format, with a STEM project for the senior pupils first.
- “Together we Thrive” is the strapline that the Whole Learning Community has adopted, and it does underline what we all seek to achieve.

9. Review of Constitution

The Constitution was reviewed in August 2018 and since no comments had been received pre this meeting, it was felt that no changes were required currently.

10. Election of Office Bearers & Committee

Gordon Innes was re-elected as Chairman

Christine Hall was re-elected as Secretary

Lee Rogers was elected as Treasurer with thanks to Dawn Hamilton for her previous 5 years work in this role.

Committee: Anne Anderson, Janet Ballantyne, Donna Troughton, Donna Storry, Angela Foster were elected on to the Committee though it was emphasised that any parent or carer of a child at Glassford could attend any Parent Council Meeting even though they may not be an elected member.

Co-Opted: Les Hoggan, Rev Shaw Paterson and Mrs Donnelly were re-elected as Co-opted members.

Dawn will arrange the transfer of signatories with BoS.

11. Election of Auditor

It was agreed Libby Marshall would be asked again to review the Accounts at the end of the year 19/20.

12. Any Other Business

- Christine attends the SLC Education Resources Committee as a parent representative and noted a few points from the two latest meetings. 1) the last school in SLC to undergo school modernisation opened in August and the focus is now on extending nursery or school provision where necessary. A new primary is planned for Jackton at EK to alleviate pressure in the area. 2) 2 more in-service days have been allocated in 19/20 as part of the teachers' pay Award. Also, the May Day public holiday has been moved back a week to co-incide with 75th celebrations of VE Day.3) A draft Parental Engagement and Involvement Strategy has been drawn up and will be launched soon. It places much more emphasis on parental involvement within Schools – in due course at Glassford we will look at the Strategy and see if we can utilise any suggestions.
- Glassford Gala – Lisa Cameron MSP will present the gala Committee with a plaque to commemorate their 80th Year. It is hoped this can be displayed in the School afterwards. The Gala Committee is already working on plans for next year and planning fundraising events.
- It was asked whether there would be any feedback from the Standardised Assessments carried out for P1,P4 and P7s. If there were any concerns, the School would have already contacted any parents involved but generally there is no specific feedback other than what is contained in the end of term reports.

- Mind Marvels – this is a Glassford based Company who run mental health type classes for children and adults. It was discussed whether this could be utilised within Glassford School. Mrs Donnelly is attending a Learning Community Meeting next week where Mental Health generally will be discussed. At the next PC meeting, based on any outcome from the LC Meeting, we can agree whether we wish to look at booking something with Mind Marvels or a similar company. It was agreed that this is an important area to consider.
- School Photos. John Wilson has previously taken the School Photos but last year it was felt some of the quality was less than we expected. It was suggested we could approach Captures Photography for a quote and package details instead. Christine to follow up and enquire about digital and printed prints.
- Pantomime Trip – it was asked whether the whole School could go on a trip to Motherwell Civic to the pantomime this Christmas. Whilst there is no doubt the children would enjoy this, this is a considerable cost to bear, even with families contributing. Mrs Donnelly would enquire about the cost of a Theatre Company coming on site to do a panto though it is very expensive at the end of the year and may be more feasible after Christmas.
- It was confirmed that children have constant access to water drinking bottles within their Classrooms though the bottles are stored on a rack instead of on their desks.
- There is an ongoing dispute between SLC and the Contractors who built the School over the garden areas as currently neither party will take responsibility for cutting the grass. We would like to have a garden area that the children and parents could maintain; possibly plant and harvest vegetables and generally foster an awareness of our outside world. It doesn't appear to be feasible to use school grounds (as they are closed for 6 weeks during summer) but possibly there is ground in Glassford that could be utilised as a type of allotment. Angela Foster to contact Peter Dryden at the Council to see what can be found out. Raised planter beds within the School could also be an option.
- As was mentioned earlier in the meeting, there is considerable funds in the Bank Account. The Committee was asked to have a think about possible areas of spend for the next meeting.

13. Date & Time of Next Meeting

The next meeting of the Parent Council will be Tuesday 1st October 2019 at 7pm within the School (Tuesdays generally suited most parents better than Wednesdays)

Gordon then closed the meeting at 8.50pm with thanks to everyone for attending.

**GLASSFORD PRIMARY SCHOOL PARENT COUNCIL
FINANCIAL STATEMENT
FOR THE YEAR ENDING 30TH APRIL 2019**

	£		£
<u>Balance as at 1st May 2018</u>		<u>Balance as at 30th April 2019</u>	
Bank	4026.97	Bank	4250.86
<u>Income</u>		<u>Expenditure</u>	
May Disco	155.90	May Disco	37.63
Rag Bags	720.80	Theatre visit, ice cream	94.50
Halloween Party	109.60	Theatre visit	250.00
Christmas Fayre	899.60	Halloween tuckshop	18.45
Stall income	132.87	Tuckshop	21.43
Donations	138.77	School purchases	1371.43
Bag Packing	274.54	School fund	500.00
Easy fundraising	60.25	Lottery licence	40.00
Reindeer takings	77.40	Bus trip P6/P7	98.80
Mugs	86.40		
	<u>6683.10</u>		<u>6683.10</u>

Checked in accordance from books and records provided and found to be in order.

Treasurer *D Hamilton*

Auditor *E Marshall*

Date 19th July 2019