

**MINUTES OF ANNUAL GENERAL MEETING  
AUCHENBLAE PARENT COUNCIL  
11<sup>th</sup> September 2013 7pm - 7.45pm**

**In attendance**

Lindsay Cochrane* (Chair)	Julie Butler
Marieke Wood* (Treasurer)	Chris Robinson
Sue Barrie* (Secretary)	Lynn Leslie
Clare Ptaszek*	Gillian Milne
John Forrester*	Mrs Young
Therese Hendry*	Mrs Blakemore
Isabelle Riddoch	Miss Currie
Paula Harris	Mrs Wallace
Nicola Doherty	Miss Thomson
Karen Carmichael*	Mrs Ralston
Susan Maynard	Mrs Craik
Denise Bird	Miss Campbell
Tom Lawson	Mrs Jamieson

\* indicates Member of the Parent Council Committee

**Apologies**

Trish MacEachern	Anna Burgoyne
Lizzy Dixon*	Margo Titmuss
Sheila Morgan	

**Action**

**1 Minutes of previous AGM**

The minutes of the AGM held on 5<sup>th</sup> September 2012 were approved without amendment.

**2 Headteacher's report:**

Last session once again was a very busy and hardworking year with a multitude of learning opportunities. The Standards and Quality Flyer, which was sent home at the beginning of term summarised our achievements for last year. We start this session with 126 pupils in 7 classes. We are fortunate to have our teaching team extended and welcome Miss Campbell, Mrs Jamieson, Mrs Thornton and Mrs Stewart who is with us for 3 days a week to support learning. Mrs Beattie is our new PSA.

**Learning, Teaching and assessment**

- We continue to plan using the outcomes of Curriculum for Excellence and have updated our planning and assessment formats for all curricular areas. We have also updated the 'Sharing the Learning' leaflets.

**Parental Involvement**

- We are very fortunate to have such a supportive Parent community who help with a multitude of activities including extra- curricular, clubs, organising and supporting events and creating resources. We look forward to another year of exciting activities and involving parents in as many ways as we can.

**Building repairs and maintenance and technologies**

- The playground marking and exterior paintwork have been updated.
- We had another smartboard installed and one moved
- We have purchased a laptop bus and 5 laptops.
- There is a new nursery computer awaiting installation.
- We hope to receive another 5 laptops soon.

- We are looking at other ways of supplementing our technologies to support learning.

#### Resources

- Once again we have reorganised our literacy, numeracy and topic resources so that we can make best use of the space.
- We have added Project X code reading materials for the middle stages.
- We are trialling maths activities to extend and challenge pupils.

#### What next?

- The bodyworks tour has been organised for Thursday 10 October.
- We intend to take the whole school to Dundee Science Centre on Thursday 3 October.
- Photographs have been rescheduled for Wednesday 6 November.
- First aid training is planned for pupils in P5-7 for Monday 4 and Tuesday 5 November.
- The pantomime visit is planned for Friday 6 December and we intend to perform our own panto this year.

I have taken the decision to retire at the end of this year and will give up my post at Christmas time. The position will be advertised soon so that your new Headteacher can be appointed. It has been a very quick five years with many opportunities and treasured memories.

I would, once again, like to thank everybody for their help, support and very positive feedback.

Elsie D Young

### 3 Chairperson's report

Considering that we started this year by saying that we did not want to take on too much, I think that the Parent Council has had a very busy and successful year; and that we have achieved a lot, both financially and socially. Some new faces have been involved in our activities which has been really great and I hope that this will continue into the new academic year, with more parents getting involved in the work that we do.

**MEETINGS:** A few of our meetings over the year were conducted in afternoons, straight after school, and this was well received. We obviously can't have all of our meetings at this time as we need to consider parents who can only manage evening meetings; but it has to be said that there was an increase in attendance in the afternoons which was great. Thank you to the school staff who made this possible by looking after the children of parents attending the meetings. I would recommend trying to alternate the timing of the meetings again in the year ahead if possible.

**SPRING FAIR:** We had a very successful Spring Fair and raised around £1,500 for the school. We held Cupcake and Bake Off competitions for the first time this year. They were a great success and are certainly something that we should consider doing again next year. Thanks to Clare Ptaszek for coordinating things this year. Following the event, some changes were suggested with regard to the amount of baking supplied and other possible changes for next year. Clare will be able to feedback to whoever is involved in the Spring Fair organisation next year to ensure that these are taken into account.

**CINEMA EVENTS:** We ran several successful and well attended cinema events throughout the year, raising roughly £300 each time. These events are quite easy to put on and are a good way of increasing our fundraising efforts on a regular basis. Thanks to Clare Ptaszek, Lorna Baker and Lindsay Cochrane for helping to coordinate these and for the use of their equipment. Our PSVL licence is valid until May 2014 so we should plan more of these events over the coming months. Thanks also to Julie Butler, Sally

Stott and Karen Carmichael for organising the fun Ladies Cinema Event which helped to raise over £500.

**KIT CAR PROJECT:** I was delighted that we were able to get the Kit Car Project off the ground this year. A group of P5-7 children (and parents) worked hard over several weekends to put the car together and take part in the Scottish Goblins 2013 Event at Grampian Race Track in Alford on Saturday 15th June. Thanks in particular to Jim Titmuss for coordinating the project and for allowing everyone to use his garage to store the car and for the work to be undertaken there. Thanks also to Park Brown International and WM Donald for their generous donations which helped reduce the cost of the project. Everyone involved in the project thoroughly enjoyed the whole experience and are already looking forward to next year's event.

**EXTRA CURRICULAR GROUPS:** Without the help and dedication of parents, we would be unable to run the various groups that fall under the Parent Council umbrella. Once again, thanks again to everyone (too many to mention) who was, and still is, involved in one way or another. We have unfortunately lost a couple of regular helpers this year; Alison Chree was unable to continue with the swimming group after the Easter Break and Anna Burgoyne has recently given up the netball group. Flowers were given to them both as a thank you for all their hard work over the years.

**HEALTH WEEK:** Members of the Parent Council were involved in organising a Fruit Kebab Tuck Shop as part of Health Week. The kids enjoyed the healthy snack and raised £95 which the Parent Council matched. This money was sent to the STV Appeal to support Mark Beaumont's challenge and will ultimately go to help Scottish children who are currently less fortunate than our own and are living in situations of poverty. We received a very nice letter of thanks from the charity.

**BIKEABILITY (CYCLE PROFICIENCY FOR THE 21ST CENTURY):** Thanks very much again to all the parents who gave up their time to help with the huge group of children signed up to improve their cycling skills before the summer this year. Hopefully next year's group will be an easier number to manage.

**ADDITIONAL FUNDRAISING:**

Throughout the year, we received a donation for musical instruments and a weather station. Additional funds were also donated or received from the organisers of the Nearly New Sale, a Pheonix Card Party, the Playgroup and DVD sales. Thanks very much to everyone who was involved with these activities.

**EVALUATING OUR SCHOOL PERFORMANCE:** As part of one of our Parent Council meetings, we took part in an evaluation exercise which helped Mrs Young and the teaching staff evaluate the School's life and work against the 5 core quality indicators in *How Good is Our School*.

**END OF TERM:** Once again, the Dads put on a great End of Term BBQ. Thanks to those who were involved, and thanks also to the parents who helped with the Sports Day activities.

**COMMUNICATION:** Our Facebook Page was introduced earlier in the year and those of us who use it find that it is a valuable communication tool, as well as a great way for parents to learn quickly about activities, events, or requests for help and ideas. Any parents wanting to join it should contact a Member of the Committee. Our Newsletters continued this year and are also well received. It is important to keep the profile of the Parent Council raised, so hopefully we can continue with these popular methods of communication once the new Committee is in place.

**ASSEMBLY:** I personally thought that the Assembly which parents were invited to on the first week of term, and we were lucky enough to have outside, was a really lovely way to start the term. Around 30 parents came along and took up the opportunity to chat with teachers and members of the Parent Council (past and present). Thanks very much to everyone who attended, and also to those who helped with baking, setting up and clearing away. Given the success of this event, I would recommend that we do it again next year. It was a nice chance for people to get together and catch up following the summer break and a good way of helping to highlight the Parent Council at the start of the term for those to new parents or those who are not aware of us and the work that we do.

**AND FINALLY:** I would like to take this opportunity to thank my fellow Committee

members for all their help and support over the last year; Mrs Young, the teaching staff and other parents for coming to our meetings and supporting us all in the work that we do on behalf of the school and our children. Although I have really enjoyed myself in the role as Chairperson over the last few years, I will not be putting myself forward for nomination as Chairperson again. I would however be happy to stay on the Committee or to help out as and when needed.

Good luck to the new Chairperson and the incoming Committee.

Lindsay Cochrane

#### **4 Treasurer's report**

See addendum below

#### **5 Constitution**

A proposal was made to increase the allowable number of members of the Committee from a maximum of 15 to a maximum of 20. This proposal was not agreed upon and the constitution remains unaltered.

#### **6 Election of Parent Council**

The following people offered to stand for Parent Council and were all duly elected:

Paula Harris, Sue Barrie, Lindsay Cochrane, Marieke Wood, Therese Hendry, Clare Ptaszek, Lynn Leslie, Chris Robinson, John Forrester, Tom Lawson and Karen Carmichael.

In addition, Sheila Morgan and Lizzie Dixon had offered to stand and were elected in their absence.

#### **7 Election of office bearers**

The following members were elected unopposed to the Committee positions:

Position	Nominee	Proposed by	Seconded by
Chairperson	Paula Harris	Lindsay Cochrane	Clare Ptaszek
Secretary	Sue Barrie	Lindsay Cochrane	Karen Carmichael
Treasurer	Lynn Leslie	Paula Harris	Marieke Wood

#### **8 Closure**

The meeting closed at 7.45pm

## Addendum - Treasurer's report

### 2012 – 2013 Expenses

Cinema License	£104.40 – 10/12 <u>£107.00</u> – 5/13 <b>£211.40</b>
Hall Rental Fees	£37.12 – 11/12 £45.40 – 1/13 £36.52 – 5/13 <u>£28.30</u> – 8/13 <b>£147.34</b>
Sundries	
<i>Supplies for cinema, spring fair, Christmas, Health week</i>	£76.56, £40.00 £76.80, £177.45 £15.00, £30.56 £16.00, £89.76 <u>£32.45</u> , £53.07 <b>£607.65</b>
Support to Curriculum	
<i>Math Books</i>	£1009.20
<i>Reading for P7</i>	£254.40
<i>Panto</i>	<u>£576.45</u> <b>£1840.05</b>
Gifts	
<i>Flowers, gift cards, charitable donation etc.</i>	<b>£556.24</b>
Miscellaneous	
Office supplies	£52.54
Goblin Car Project	£814.32
Netball bibs	<u>£35.45</u> <b>£902.31</b>

## 2012 - 2013 Income

2013 Spring Fair		<b>£2232.45</b>
Phoenix Card donation		<b>£35.00</b>
Bags to School		£385.00 – 10/12 £260.00 – 1/13 <u>£300.00</u> – 9/13 <b>£945.00</b>
Sponsored Walk		<b>£782.40</b>
Corporate Donations	Park and Brown Intl. Park and Brown Intl. WM Donald	£170.00 £200.00 <u>£200.00</u> <b>£570.00</b>
Cinema		£292.75 – 10/12 £242.70 – 12/12 £317.09 – 2/13 £189.37- 6/13 <u>£514.00</u> – mum's <b>£1555.91</b>
Health Week		<b>£94.06</b>
Coffee and Teas from BBQ		<b>£34.70</b>
<b>Balance at 11<sup>th</sup> September 2013 was £4055.55</b>		