

**HERMITAGE PRIMARY PARENT COUNCIL  
AGM  
7<sup>TH</sup> SEPTEMBER 2016**

**Present:** Mrs Jackson, Mr Mulvena, Gillian Simpson (GS), Rachel Richards (RR),  
Pamela Pettitt (PP),  
Ali King (AK), Tamara Brown-Milberg (TBM), Sarah Gibson (SG)  
Ross McArthur (RM), Laura Vaughan (LV), Lucy Le Good (LLG), Kirsteen  
Hutchenson (KH)  
Paula McIntosh (PMc), Emma Wilson (EW), Carol Ormiston (CO), Anne-Marie  
Graepel (AMG).

**Apologies:** Pamela Freeman (PF), Elizabeth Howie (EH)

**Previous AGM minutes unavailable**

**Parent Council Committee stood down.  
New Committee elected**

Proposal for:

<b>Chair</b> – Gillian Simpson Ross Mc Arthur	Nominated by Pamela Petit, Seconded by
<b>Vice Chair</b> – Rachel Richards by Paula McIntosh	Nominated by Gillian Simpson, Seconded
<b>Treasurer</b> – Ali King by Gillian Simpson	Nominated by Rachel Richards, Seconded
<b>Secretary</b> – Anne-Marie Graepel by Gillian Simpson	Nominated by Rachel Richards, Seconded
<b>Fundraising Co-ordinator</b> - Pamela Petit	Nominated by Rachel Richards, Seconded by Laura Vaughn
<b>Year Rep Co-ordinator</b> - decision made to include this role within Vice Chair position as Rachel has previously co-ordinated this aspect.	

**100 Club** – Pamela Freeman to continue in post with the assistance of Sue Twist

### **Fundraising Overview**

Ali King gave a summary of last year's events and monies raised and given to Hermitage Primary – please see attached. 2015-16 has been a successful year and the addition of regular cake sales with each year group taking a turn has been a particular success.

### **Chair Overview**

Gillian thanked everyone who has helped out on what was a 'fantastic year' fundraising and also all the input with the school development group. The latter was a good opportunity to engage with the school and have parental input. All together it has been a very busy year with lots of events both big and small and including a broad consultation with parents over proposed education budget cuts by the council.

## Headteacher Overview

Mrs Jackson thanked everyone for all the support the school has received from the parents and also all the funds raised which has been a great help in supporting all pupils. She congratulated everyone on the success of both the Christmas and Summer Fairs saying she had received many positive comments.

**AGM closed**

## HERMITAGE PRIMARY PARENT COUNCIL ORDINARY MEETING 7TH SEPTEMBER 2016

No	Item	Action
1.	<b>WELCOME</b>	
	Gillian Simpson opened the meeting. Minutes of the last meeting were amended and agreed.	
2.	<b>HEAD TEACHERS REPORT -</b>	
a.	<b>Staffing</b>	
	Good start to the year. Just over 400 pupils There are 3 classes in Primary 3 and 7 with a cap at Primary 3 of 66 and around 70 in Primary 7. The school is fully staffed. There will be a member of staff leaving in P7 and Mrs Carmichael will be going on Maternity leave. Interviews will occur shortly with the hope of being fully staffed again after the October break. There is a 20 hour SEN vacancy being filled by supply and also a clerical 15 hour vacancy with hope that this will be filled in 4 weeks.	
b.	<b>Budgets</b>	
	As before there are further budget cuts. Mrs Jackson will be meeting with the Head of Service next week to discuss.	

**c. Developmental work and Improvement Plan.**

The Standard and Quality report will be put on the school website for everyone to access by the end of the week.

Parents are invited to come to the following informal meetings to discuss the following areas for development this academic year. Their input is gratefully received.

- i) 2<sup>nd</sup> November 2017 – ‘Development of French and discussion on Rights Respecting Schools’ – with possible workshops for parents.
- ii) 22<sup>nd</sup> February 2017- ‘PLP – How well are they working?’ Possible parent forum with question and answers in March
- iii) 10<sup>th</sup> May 2017 – ‘Assessment Procedures and iPad development’

To advertise the above to all parents via the:  
Newsletter  
Facebook  
Noticeboard and Website

**RR  
TBM  
SG**

Several members at the meeting expressed an interest and this was noted

**d. Digital Leaders Training**

This is going well and continues to be led by Mr Mulvena

**e. Attainment Statistics**

Hermitage Primary statistics are very good ranging from 92% to 100% at all levels. Mrs Jackson is pleased as analysis of the statistics show that the children are making excellent progress.

- f. GIRFEC** Named person scheme. Hermitage Primary is already part of this being under Highland HA. A family has the right not to use the named person service. This continues to be monitored.

**3. FINANCIAL REPORT**

Please see attached. A further cheque will be given to Hermitage Primary school at the beginning of 2017.

**4. FUNDRAISING**

Looked at planned events for the year ahead.  
Halloween party Friday 28<sup>th</sup> October P1-3 and P4-7  
Christmas Fair Friday 9<sup>th</sup> December (date changed from the 2<sup>nd</sup> – parents to be informed).

Family Fun night 3<sup>rd</sup> March 2017 – quiz as last year.  
Cake sales in calendar already

Pamela Petit has devised a Questionnaire ‘Who can Help?’ to go out with newsletter and will put together a data base of people who can help.

**PP**

First Fundraising meeting – 28<sup>th</sup> September at 7.30pm Commodore TBM to advertise.

**TBM**

## **5. ANY OTHER BUSINESS**

- a.** Gillian Simpson requested an electronic copy of the Parental Involvement Strategy from the Council from Mrs Jackson to enable her to discuss further with parents.  
Also discussed was how often there is very little time to respond to different consultations received from the Council. A process is needed to enable a quick response. With this aim a list of people who would be interested is to be drawn up.

Gillian Simpson thanked everyone for coming and the meeting was closed

### **DATE OF NEXT MEETING**

Parent Council -Wednesday 26<sup>th</sup> October 2015 at 7.15pm in the staff room at school.

Fundraising -Wednesday 28<sup>th</sup> September at 7.30pm Commodore -

Development Meetings:

Wednesday 2<sup>nd</sup> November 2016 at 7.15pm staff room – development of French and discussion on Rights Respecting Schools.

Wednesday 22<sup>nd</sup> February 2017 at 7.15pm staff room- ‘PLP – How well are they working?’

Wednesday 10<sup>th</sup> May 2017 – ‘Assessment Procedures and iPad development’