

HERMITAGE PRIMARY PARENT COUNCIL

AGM
13TH SEPTEMBER 2017 (7.15PM)

1. WELCOME/APOLOGIES

Present:

Gill Simpson (GS)
Rachel Richards (RR)
Ali King (AK)
Tamara Brown-Milberg (TBM)
Anne Marie Graepel (AMG)
Rhona Black
Emma Wilson
Carl Dixon
Claire Fang
Carol Ormiston
Elspeth Clarkson
Mel Hanvey
Angela Fleming
Helen Taylor
May Hadi
Liz Grant
Debbie Dennett
Tracey Wightwick
Gillian Syme

Mrs Jackson
Mr Mulvena
Mrs McMurdo

Apologies: Sarah Gibson, Ross McArthur.

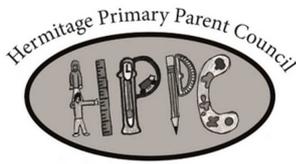
Meeting opened by Chair, Gillian Simpson

2. PREVIOUS AGM MINUTES AGREED

3. CHAIR'S ANNUAL REPORT 2016-2017

It's been another successful year for Hermitage Primary School Parent Council.

As ever fundraising remains a significant part of Parent Council activity. Our biggest fundraiser was the Spring Fair, and we were lucky to have lovely weather and a great turnout again this year. But it's the smallest fundraiser that is becoming one of our most profitable and enjoyable – the year group cake sale is growing into a much anticipated monthly event as well as raising £1,341.82 last year.



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Along with the Halloween disco, Christmas and Easter craft events we raised more than £6,000 in 2016-17. In the past year Parent Council money has been spent on cameras, additional language resources, playground equipment and more.

But the Parent Council does much more than fundraising and this year we have continued to build a good working relationship with the school through the business meetings looking at the Rights Respecting School agenda, development of French, plans for the Pupil Equity Fund and giving parental feedback on the design and use of the Pupil Planners.

We have also had useful and interesting discussions around staffing issues, the introduction of new Xpressions app and how the school website is used.

In addition we have reviewed our constitution, which we hope will bring greater clarity around, and encourage involvement with, the Parent Council.

During the year we realised that we needed to change the way we were communicating with parents to ensure the support we need, so, following a letter sent to all parents from the school, we have now improved our communications and have a volunteer co-ordinator to make sure that any parent/carer who wants to be involved in the Parent Council in any capacity is kept up to date via Facebook, email and the website.

Finally some thoughts on areas that could be developed during 2017-18 based on our discussions during the past year:

- Continuing to raise the profile of the Parent Council by having volunteers wear aprons or sashes at events
- Clarifying with Argyll and Bute Council the future use of the disused annex next to the school
- New fundraising ideas including selling Jute Bags with the Parent Council logo, investigating grant funding and developing the HPPC Lottery through increased promotion.

4. TREASURER'S ANNUAL REPORT

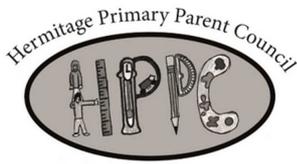
Accounts were presented and were all in order having been independently examined.

5. HEADTEACHER'S ANNUAL REPORT

Mrs Jackson to give her report in the second half of the meeting.

6. ADOPTION OF NEW CONSTITUTION

The new Constitution (which had been emailed out before the meeting) was approved. Mrs Jackson asked the parent council to reconsider an increase in the number of voting members to 20. It was decided that the number of voting members would stay at 15 as decided at the previous meeting.



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7. RESIGNATION OF PARENT COUNCIL COMMITTEE

8. NEW COMMITTEE ELECTED:

CHAIR – Carl Dixon, Volunteered / Seconded by Angela Fleming

VICE CHAIR – Tamara Brown-Milberg, Volunteered / Seconded by Claire Fang

TREASURER – Elspeth Clarkson Volunteered / Seconded by Carl Dixon

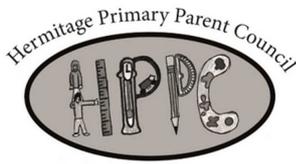
SECRETARY – May Hadi Volunteered / Seconded by Helen Taylor

FUNDRAISING CO-ORDINATOR – Angela Fleming Volunteered / Seconded by Claire Fang

YEAR REP CO-ORDINATOR – Rhona Black Volunteered / Seconded by Tamara Brown-Milberg

AGM CLOSED

HERMITAGE PRIMARY PARENT COUNCIL
ORDINARY MEETING, 13 SEP 2017



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1. WELCOME / INTRODUCTION FROM OFFICE BEARERS

2. MINUTES FROM PC MEETING JUNE 2017

Agreed with the following changes:

- TBM pointed out that there was a mistake in her name which should be Tamara Brown-Milberg
- RR proposed the minutes, seconded by AK.

3. MATTERS ARISING FROM PREVIOUS MEETING

Discussion re arrival of sample apron.

* TBM to chase. RR has ordered sample bags.

4. HEADTEACHER'S ANNUAL & FINANCIAL REPORT

- A. Mrs Jackson thanked attendees. The start of the school year has gone well with children looking smart in their uniforms including the new tartan skirts, the playground is calm and the 1st event (parent information evening) was well attended.
- B. The new equity funding has enabled 2 new principle teachers on a temporary basis: Miss Todd for literacy and Miss Thomson for numeracy. The school are looking at events to raise literacy and numeracy in November with 2 days of holistic assessment at the end. Attainment figures remained very good in literacy and numeracy last year.
- C. Children's University (Run by Strathclyde University with a charity) – Mr Mulvena and Mrs McMurdo have been looking at this as a way for children to record their out of school attendance at clubs/sporting activities etc and achievements and to celebrate the 'whole child' development. Children can 'graduate' to Undergraduate, Masters and Doctorate levels. It is to encourage children who do not currently attend to attend after school clubs and gain credits for attendance and commitment, rather than achievement. There will be a meeting with a local Argyll and Bute manager next week and a website will need to be created first to which events can be added. 70 children have been randomly selected for a trial after October half term.
- D. Christmas Show – Joseph (P4-7) & Nativity (P1-3)
Letters to be sent home soon. Auditions to be carried out before October half term break.
- E. Thank you to Mrs Dennett who has been in to work with the children and come up with some images which have gone to the printers.



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- F. Staffing – The school was fully staffed before the summer break. The beginning of the new school year saw 2 staff members off on sick leave but the school is now fully staffed.
- G. Finance – The school has spent the PC money previously donated and is now in the red having bought the required stationery etc. Mrs Jackson has had many meetings with Argyll & Bute Council but as there has been little help forthcoming from them Mrs Jackson would like the Parent Council to consider taking over discussions with Argyll & Bute Council in this regard.
- H. Website – The school is grateful to Mr Craig for working on the school's website so that parents will be able to track progress of their child through the school, by using the Class Year.
- I. Facebook – School has concerns about inaccurate information on facebook which resulted in staff having unpleasant challenges from parents at the recent parent information evening. Mrs Jackson to address this in the next newsletter to parents and speak to Argyll & Bute Council about this.

* The Parent Council will include social media etiquette in their next newsletter (some do's and don'ts)

5. FUNDRAISING & ANY OTHER BUSINESS

Cake Sales - Discussion regarding the presence of nuts in baking produce and children with nut allergies. Pros and Cons of asking parents/carers to ensure baking is nut free were discussed. It was decided that it was impossible to guarantee that baking was nut free and therefore would not help. It would also have legal ramifications.

* Parents to be reminded in upcoming newsletter that homebaking at cake sales may contain nuts.

TBM reminded all present that there will be 15 voting members in total in the PC and that voting members should try to attend all the evening meetings of which there are usually 4 per year. TBM asked parents present to let her know if they wish to opt out of being a voting member at this stage, and help at events only.

6. DATES OF NEXT MEETINGS

Parent Council -Wednesday 1st Nov at 7.15pm in the staff room.

Halloween Party Meeting – TBC

Business Development Meeting – Nov – date TBC

CLOSE OF MEETING