

Abbeyhill Primary School

Parent Council AGM

Wednesday 4th September 2013

Present: Chris Byrne, John Dallas, Lynsey Elbekhb, Di Falck, Caitlyn McDiarmid (Teacher), Amine Mourad, Deborah Mullen, Iain Tully, Sheetal Pasab, Lynsey Stewart (Teacher), Sandra Stewart (Head Teacher), Lisa Tansey, Anne Taylor (Principal Teacher), Linda Watt (Business Manager).

1. **Welcome**

Linda Watt, Business Manager, welcomed everyone to the meeting, gave a brief outline of the role of a Pupil Council and explained the difference between the Parent Forum and a Parent Council.

2. **Presentation and Thanks to the Outgoing Chairperson**

Although the retiring chairperson was not present, the group expressed their gratitude for Rhonda Butler's hard work during her time as Chairperson. Flowers and a card would be given. Mrs Butler will continue to support Abbeyhill Primary as a school volunteer.

3. **Head Teacher's Report**

Sandra Stewart gave a brief report to those present, updating the group on the School Quality Improvement Programme (SQIP); Stage of Early Arithmetical Learning (SEAL); Fresh Start literacy programme for older pupils; improvements to numeracy teaching; the Modern Languages pilot at Abbeyhill (covering French and German); School refurbishment and building works; Information & Communication Technologies (ICT) refresh; and the cluster curriculum focus areas for the session of Social Subjects and Religious & Moral Education (RME).

4. **Election of Office Bearers**

- Chris Byrne, Chairperson; Proposed by Lynsey Elbekhb, seconded by Deborah Mullen.
- Lisa Tansey, Vice Chairperson; Proposed by Di Falck, seconded by Lisa Tansey.
- Treasurer, Di Falck; Proposed by Lisa Tansey, seconded by Chris Byrne.
- Secretary TBC. Efforts will be made to fill this position, meantime the committee agreed to do the work on a rotational basis.
- Consideration will be given to inviting co-opted members to join the committee.

5. **Dates of Future Meetings**

It was agreed that future meetings will be held at 6.30 pm on Wednesdays. The next meeting for the office bearers will be on Wednesday 9th October at 6.30pm. Future dates will be decided then.

6. **AOCB**

Parent Council finances:

It was noted that there were monies to be carried over from the previous Council. There was found to be £22.08 petty cash in hand. A further £2,120.11 is deposited in the Parent Council bank account.

Linda Watt agreed to arrange for bank forms to be completed so that account signatories could be changed. Chris Byrne and Di Falk agreed to work together to draw up accounts for the previous year's finances.

Communication:

All present agreed to share their contact details. L Watt agreed to type and circulate.

Parent helpers:

Suggestions were made by Sandra Stewart as to the areas where the school needed direct help from parents. Parents could volunteer to:

- Help in class
- Accompany school outings
- Help in the library
- Help run lunch time clubs and activities
- Gardening

Offers of help were forthcoming from several parents in the following areas:

- Library
- Gardening
- Art & Craft activities

Community links:

It was noted that the Parent Council has the power to co-opt members who are not part of the Parent Forum. Also local Councillors and Community Councillors could be invited to meetings. Chris Byrne agreed to look into these possibilities.

Immediate tasks:

Chris Byrne asked what the immediate priorities or concerns of the Parent Council might be. After some discussion, the following emerged as immediate actions:

- Hallowe'en Disco: Lisa Tansey to speak to a former member of the Parent Council who could not attend, and to take this forward. Deborah Mullen offered to design a poster and tickets for the event.
- Bringing the old Janitor's House back into use. This was generally agreed to be a potentially exciting, but costly opportunity. Sandra Stewart mentioned some costings had been looked at a few years ago. Chris Byrne suggested the matter could be discussed at the next PC meeting due to insufficient time.