

Kelvindale Primary Parent Council



AGM Minutes

Date:	Tuesday 29 May 2018 - 1900
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<u>Item</u>	<u>Description</u>	<u>Action</u>
1.0	Present / Apologies / Welcome	
	1.1 Apologies received from Gillian Roulston.	
	1.2 Present: (from the Parent Council) Alisdair Matheson, Jacqueline Burns, Tom Willacy, Barbara Matheson, Abu Aziz and Helen Ntabeni.	
2.0	Items of Business	
	<p>2.1 - Report of the work of the Parent Council and its committee(s)</p> <p>The Parent Council held 4 meetings over the year with focus on a number of key issues for parents:</p> <ul style="list-style-type: none"> • Conclusion of the 4Rs and the Chalets' refurbishment • Liaising with Glasgow City Council and the police in relation to the dangers of traffic at school drop-off and pick up times • Correspondence with Cordia on school meals • Participation in the appointment process for the new Head Teacher; Mrs Matheson. <p>There was a continuing issue with engagement with the wider Parent Forum but suggestions were in hand to attempt to bring more people into the fold.</p> <p>The PTA has had a very successful year and has raised £11,677.</p> <p>We are continuing to struggle for membership and volunteers willing to organise and run events.</p> <p>Due to this lack of volunteers, an assessment needs to be made of all events to evaluate the effort involved versus the money made.</p> <p>Our final meeting of the year and AGM will be held on the 30th May where new committee volunteers will be sought.</p>	
	<p>2.2 - Selection of the new Parent Council</p> <p>Tom Willacy resigned as Secretary. Abu-Zar Aziz elected as Secretary.</p>	

	Natalie McEwan was welcomed as a Parent Member.	
	<p>2.3 - Issues that members of the Parent Forum may wish to raise</p> <p>Concerns raised at the low level of engagement with the Parent Council by the wider school community lead to discussions on how to reverse this trend.</p> <p>AA suggested that a hard copy, 1 page mail shot to all parents outlining the purpose of the Parent Council could be sent home with children at the start of term, outlining “what we do”. Also suggested that copy of meeting minutes could be included also. Suggestion to also include a 5 question feedback form asking what day, time etc would encourage more people to attend was also made.</p> <p>Survey Monkey Survey to be produced.</p> <p>Suggestion made to consider moving meeting time to make it easier to attend – 1730 was proposed. HN suggested offering free child care, possibly utilising Y-People after school care.</p>	AA
	<p>2.4 - Approval of the annual income and expenditure</p> <p>JB outlined the Parent Council’s financial position.</p> <p>PC donated £1200 in September for stage curtains.</p> <p>Further expenditure included that for planters, £25 for Mrs Darroch’s leaving present and £25 for insurance renewal.</p> <p>Balance at end of school year predicted to be £270</p>	
	<p>2.6 - Any other business deemed appropriate and within the powers of the Parent Forum.</p> <p>No other business was raised.</p>	
	AGM Concluded.	

<p>Chairman - Alisdair Matheson (P3 & 5)</p> <p>Secretary – Tom Willacy (P4)</p> <p>Treasurer - Jacqueline Burns (P3)</p> <p>Parent Members: Helen Ntabeni (P1 & P3) Abu-Zar Aziz (P4) Natalie McEwan (P3 & P5)</p>	<p>Co-opted members: Gillian Roulston - Teacher’s Representative</p> <p>Advisor: Barbara Matheson – Head Teacher</p>
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