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# **CUIKEN PRIMARY SCHOOL PARENT COUNCIL**

# **Minutes of Annual General Meeting**

# **Monday 8th November 2021 at**

## **7.30 p.m. via Zoom**

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| **Present** | | | **Apologies** | | |
| Karen Bennett (Parent, Vice Chair)  Claire Bond (Head Teacher)  Megan Brady-Macdonald (Parent, Vice Chair)  Maria Connelly (Parent)  Stacey Smith (Parent)  Jane Tweeddale (Parent, Treasurer)  Hilary Larkins (Parent) | | | Gillian Drummond (Parent, 50/50 Club)  Leanne Naismith (Parent, 50/50 Club)  Nicole Giorgi (Parent)  Lynsey Weir (Minute Clerk) | | |
|  | |  | | **ACTION** |  | |
| **1.0** | | **WELCOME AND APOLOGIES.** | |  |  | |
|  | | Karen Bennett welcomed everyone to the AGM.  Yearly summary of Partnership Business:  CP has been running on a skeleton staff of Jane (Treasurer), Meghan and Karen (joint Vice-Chairs).  The 50/50 Club and Christmas online fundraiser have been good sources of finance.  Thanks paid to Jane for doing a great job as Treasurer, Gillian & Leanne for their efforts maintaining the planters in the playground and running the 50/50 Club and Lynsey for taking minutes and updating our Facebook page.  Thanks also paid to Claire and all the staff who we know have worked through very challenging circumstances as well as staff shortages.  We’ve managed to keep communication going through zoom meetings, updates on the Parent App and social media.  We are hopeful that new appointees will be made this evening to keep the group going as Karen and Meghan are stepping back. | |  |  | |
| **2.0** | | **TREASURER’S REPORT.**  Jane Tweedle provided Treasurers Report  Currently £1992.60 in partnership funds  Previous request for goal posts at £200 pounds needs confirmation from school.  The 50/50 club is bringing in approximately £100 pounds per month. | | **School staff/JT** |  | |
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| **3.0**  **4.0**  **5.0**  **6.0**  **7.0** | | **OFFICE BEARERS APPOINTMENTS.**  Janet Lake was put forward for chair, seconded by Karen and Hilary.  Vice chair – no volunteers, position remains vacant.  Karen Bennett and Megan Brady to do handover to Janet Lake.  **ACTION POINTS FROM PREVIOUS MEETING**   1. AGM to be scheduled 2. Stacey updated the group that the Youth Club at Ladywood has started and is proving successful. 3. Karen has contacted Uniformerly (online school uniform donation service which helps raise money for school) and awaiting further information on how the service works. Will feed back once received this. 4. Options for meeting format going forward, members polled: video meetings are popular but some requests for return to in person meetings. 5. Seeking out new fund-raising opportunities as currently only 50/50 club is bringing in funds, new ideas welcome.   **HEAD TEACHER REPORT**  Claire welcomed the new chairperson Janet Lake.  Katrina Cummings was introduced as Parent Liaison Officer and Family Learning lead for the school.  Staff update: staff training and in-service on inclusion and nurture strategy took place in October. Training was led by a guest speaker Mark Finnis.  The school has been selected for HMI Health & Well-being inspection, as identified as an area/centre of good practise.  Staffing update: staff shortages of real concern, school has nearly had to partially close several times, SLT having to take classes most days. Potential staff burn-out a worry.  Positives: recently newly retired Mrs Pringle has come in regularly as supply and Midlothian council has given extra funding for two literacy and numeracy staff to come into the school two days a week for Covid recovery.  And other school news:  Loose parts play going very well.  Although the school is already using the dining hall, there will be phased full return to using this for all years for hot school lunches. These will be pre-selected through Parent Pay. School office will share more details in due course.  Anti-bullying week begins next week Nov 15th 2021.  6 weeks until the Christmas break and preparing for Christmas activities in the school.  December 1st Christmas activities start with unveiling of Christmas trees, school request for donation of Christmas trees to the school.  School request for CP funds for online pantomime.  Class parties will resume in some form.  Child & parent activities – currently set for the 9th and 10th of December outdoors in sheltered space. Additional request for CP funds and volunteers of CP members to help run event.  Some possibility of in-school meetings to start again, but school prefer to err on the side of caution to balance Covid risks.  **AOB**  Pupil Registration information for August 2022 to go out to parents soon.  Claire requested all members remind friends & family of the need to wear face coverings in the playground at drop off/pick up – school needs to follow guidance set on this matter, especially to remain sensitive to personal experiences of staff and other parents & carers.  **DATE OF NEXT MEETING**  The next meeting was agreed as Monday 17th January 2022 to allow for the Christmas break. Likely to be via Zoom. | | | **KB/MB/JL**  **Complete**  **Complete**  **KB**  **CB/JT**  **KB/JL/JT** |  | |
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