

**Minutes of Meeting**

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**Present:** Heather Herd (Chair), Fiona Thomson (Head Teacher), Morag Williamson (Treasurer), Kim Tait, Emma Kellas, Greg Stewart, Katrina Suer, Karen Stather, Willie Brown (Secretary), Christine McLennan (Education Officer, Aberdeenshire Council)

**Chaired by:** Heather Herd

1. **Apologies**

Leanne Hill, Greg Stewart, Lesley McNamee

2. **Minutes of last meeting**

Minutes were proposed for approval by Morag & seconded by Katrina.

3. **Matters Arising**

Handover: Still no update on when last year's accounts will be back from the auditors.

Chromebooks: Two ordered.

Hall storage: leave the Halloween & Christmas items where they are for now but post-event, they will be stored in the Hall attic space.

No comments received during the consultation period on the Constitution. Accordingly, the proposed constitution has now been formally adopted.

4. **Parental Engagement**

Fiona introduced Christine McLennan, Education Officer from Aberdeenshire Council with specific responsibilities for Parental Engagement Support Hub Aberdeenshire (PESHA).

Christine highlighted various resources available for use by PTAs such as guidelines for office bearers, code of conduct for PTA meetings & conducting a 'health check' on the running & operation of the PTA. Resources available online at 'Connect' (formerly the Scottish Parent Teacher Council).

Discussed improved means of PTAs communicating with one another at both cluster and regional level via use of Google groups. Timing & scheduling of face-to-face meetings being moved to a time of year when weather and road conditions less likely to put people off travelling.

Acknowledged that not every parent is willing or able to take part in the PTA but the key to parental engagement is ensuring that those who are willing & able can do so. Alternate approaches such as not electing office bearers at the AGM can help boost attendance. Seeking nominations (including self-nominations) via email for office bearers ahead of the AGM can actually increase the pool of nominees.

5. **Financial**

No balance available.

Consider online banking as an option but not all treasurer accounts offer this service.

Check insurance policy cover from Connect re fraud cover. Policy may stipulate that auditor must be an accountant in order for fraud cover to be in force. **ACTION: WB**

Kim has been in charge of the 'Easy Fund Raising' account since she set it up. Kim will pass on details so that the treasurer can look after it.

6. **Change of name**

Following on from previous meeting, during discussion via email the name “Marykirk Primary Partnership” appeared as the most popular choice. All present agreed that this best reflected the aims so this will be put into action and reflected on the current constitution.

Leave change of account for now until charity application has been approved. No point repeating the process twice in the space of a few months. Can still reference the MPCC name within the new constitution.

7. **School Improvement/Update**

Related to the earlier topic of Parental Engagement, the recent thematic inspection by HMIE/Education Scotland went well. Fiona thanked parents and partners who were able to speak with the Inspectors. As the inspection’s aim was to compile a picture of parental engagement at a national level, there is no formal report for each school taking part. However, the Inspectors did provide favourable verbal feedback.

Questionnaires will again be issued to parents & pupils. The aim is to get a sense of how well the school is doing in meeting current aims and to identify potential areas for improvement. The responses will be reflected in the school standards and quality report. They will also be used for setting next session’s priorities.

Learning progressions “Numeracy & Mathematics” – this is the basis of syllabus. It has been uploaded to the school website and is available to parents as an aid to assisting with homework and the methods being used. Links with Maths Mastery.

Next session: Groups such as the eco-committee are likely to be dissolved as these themes are now largely embedded in the daily school routine. Redundant groups will be replaced by topic-based groups such as numeracy & literacy. There will be the potential to involve parents and learning partners to work alongside the pupils as part of these groups.

8. **Raft Race**

Fete: Karen has been able to source a donation of strawberries which is a boost. Still no firm decision what to do for the fete. Katrina is keen to run slime workshops throughout the afternoon but the issue is the logistics and expense of the marquee on offer. Irrespective of whether that option is taken up, there will still be the usual sized stall offering strawberry teas and kebabs.

9. **AOB**

Length of meetings: The last few meetings have run on for some considerable time which is neither ideal for those present nor likely to attract more attendees. We need to look at ways of keeping them shorter. A lot of time is spent on discussing organisation & running of events often some considerable time in advance which is not particularly efficient. Spinning those off into a separate ‘events sub-committee’ could be a way forward.

Gin/bingo: Had initially hoped to run this late May/early June but feeling is that it would be best to postpone it to September.

Sports Day: This takes place on the 14<sup>th</sup> of June at Luthermuir.

10. **Date of next meeting**

No further meetings planned for this academic year. A date for the AGM in September will be decided closer to the time.

An informal social event towards the end of term will be held on either the 21<sup>st</sup> or 28<sup>th</sup> June. Date & venue to be confirmed.