



16th September 2022 AGM & PC Meeting MINUTES

Members Present: David Bhella, Joanne Simpson, Elaine Miller, Councillor Robert Brown, Chris McVey, Kelly Anderson, Laura Connor, Emma McIntyre, Gayle McMillan, Gail Wilson, Susanne Donachie, Jayne Swanson, Catrina Miller, Leanne McKay, Pamela Armstrong, Ashley Miles, Fiona Lyall, Katie Donald, Clare Garcia Wilson, Niki Taylor, Elena Papageorgiou, Emma Killin.

Staff: Jen Innes, Jill Ring, Julie Kirkland, Sinead Scambler, Nicola Allison, Gary Mowat, Lynne Martin, Lauren Feenan.

Apologies: Councillor Margaret Cowie, Monica Paul-Sharma, Louise Bradshaw, Karen Douglas, Aishah Ali, Sara Walker, Sarah McCall

Visitors: Karen Higgins, Stephen Higgins, Elizabeth Ramage-Bannatyne.

▪ **Welcome**

David opened the AGM and welcomed everyone to the meeting and thanked everyone for attending.

▪ **Explanation of Procedures**

David explained that the first part of the AGM would be the re-election of current parent council members and it would also be the opportunity for teaching staff to either be co-opted back on to the Parent Council and also any new members of staff to be co-opted on. David also advised that the office bearers would be confirmed.

▪ **Re-election of existing Parent Council Members**

David advised that they would now go through the re-election of the current Parent Council member and to check that no one at the meeting no longer wished to be a member of the Parent Council. All members in attendance wished to be re-elected and remain on the parent council. Joanne Simpson advised that she had received a few resignations from members who no longer had children at the school. Jill Ring agreed to go over the current PC member list with Joanne to check and make sure we have up to date information.

- **Election procedure for Office Bearers: Chair, Vice Chair, Treasurer and Secretary**

David briefly explained the recent ballot process and confirmed the following outcome of the ballot for the office bearers for the Parent Council:

- Chairperson Elaine Miller
- Vice Chair Karen Douglas
- Secretary Joanne Simpson
- Treasurer Gail Wilson

David congratulated Elaine on her appointment and wished her good luck for the year ahead.

- **Co-opting of Co-optees & new members**

David asked Jen Innes if there were any changes to the teaching staff that were to be co-opted on and she confirmed that there was no change to existing members.

- **Annual Report**

David ran through the annual report for all members present and advised that a copy of the report has been e-mailed to all members and if anyone has any questions or comments, they can contact David directly. Gail provided an update on the accounts and passed round the current bank balance for the Parent Council. there are still some bills to be paid and money to come in. Gail will get the updated accounts to David to be included in the annual report.

AGM Closed

Thank You David – Before the start of the PC meeting Elaine took the opportunity to say a huge thank you to David from everyone on the Parent Council for all his hard work over the last three years, especially in such challenging times for the Parent Council with Covid-19. Amongst many other things, David instigated us being one of the first PCs to be meeting on Zoom, supported the sourcing of I.T equipment for home learning during Covid-19, help secure a grant from Burnside Community Council, and supported the PC with the securing of funds for the outdoor classroom. Jen also thanked David on behalf of the school, especially for his role in keeping everyone in touch during Covid-19. Thank You David.

Parent Council Meeting Opened

Elaine then welcomed everyone to the first parent council meeting of the new school year and also gave a special welcome to any new parents that were attending. Elaine thanked members for voting her into the position of Chair and advised that she had been really impressed with the Parent Council to date and was hoping to continue this for the future. Elaine then ran through details of the work that the Parent Council carries out for the new members attending the meeting.

- **Minutes from last meeting:** accepted and agreed by PC members, with the following action points still outstanding:

- **Jayne Swanson**- Processes document to be produced covering all PC procedures – **Completed**
- **Joanne Simpson** - Compile a list of all PC members who are also PVG members – **on-going**
- **David Bhella** – School travel plan to be collated - **Completed**

- **Correspondence**

Elaine advised that he had not received any correspondence and David also confirmed that he had not received any correspondence either.

- **Head Teacher Report – Jen Innes**

Welcome Back!

- We are all delighted to be back at school for the beginning of a new session.
- I would like to thank all our parents and carers who have once again stepped up to take on a Parent Council role. I know that everyone has busy lives beyond Calderwood, and really appreciate the time that you give up to support our school and pupils.
- I would also like to extend a very warm welcome to all our new parents and carers who have joined the Parent Council this year – it is great to have you on board!

Thank you!

- Thank you very much for our Primary 1 goody bags and the presents for our Primary 1 parents that we gave out on the first day of term. They were much appreciated by our new parents and carers.
- Thank you also for running the coffee afternoon for our new Primary 1 parents and carers, it was a well-attended event and great to have all our new parents in school with us.

Return to School

- We have had a smooth and settled start to the new session. Our teachers are enjoying getting to know their new classes and ensuring pupils are happy and settling back into their learning.
- Our current role is 435 pupils over fifteen classes, with an additional class teacher in Room 13.
- Pupils have returned looking very smart in their uniform. We hope to maintain these high standards throughout the session.
- Our Primary 1 children have settled in very well, and are a smashing group – great wee Calderwoodies already! They are being very ably supported by their Primary 7 buddies.
- We have 63 new Primary 1s, alongside other pupils who have joined us at different stages throughout the school, and we are delighted to welcome them all into Team Calderwood!
- At present, the majority of our classes are full, with some spaces in the middle of the school.

Staffing News

- We are delighted to be welcoming back Miss McIntosh and Miss Cairns this session, who are both with us again as area cover.

- We are also delighted to welcome Lynne Martin, who has joined our team permanently, Courtney Keary (our NQT) and Yulyia Conroy, who us here as area cover.
- Miss Macleod, Miss Turpin and Mrs Kellock have returned from their maternity leave, and it is great to have them back, whilst Lisa Ferguson and Vari Cairns both went on maternity leave over the summer and are being kept busy by the new additions to their families – congratulations to both.
- Congratulations also to Jodie, who was married over the summer and is now Mrs McCulloch (no longer Miss Collins!).
- We have an additional 1.4 teaching staff this session, funded by the Scottish Government for recovery. This equates to a full-time person plus two extra days. This additionality will be used for targeted support for learners as well as covering staff absence in the first instance.

School Improvement Plan and Standards and Quality Report

- Our Standards and Quality Report is a review of progress over the previous session and reflects all the hard work that took place over the year, both in responding to the pandemic and taking forward school improvement priorities. It is a very positive read, especially when you take into consideration the continuing impact of the pandemic.
- The School Improvement Plan sets out our improvement priorities for the upcoming session. It is an ambitious plan, but we have a real view of what our priorities are and what we want to achieve of the next few years.
- The Standards and Quality Report is already available on the school website, and I will share the School Improvement Plan with the wider Parent Forum after this meeting. I am happy to take any questions or comments on either.

Open discussion on Standards and Quality Report and School Improvement Plan

The School Year/School Events

- It has been lovely to have everyone back to a 9.00am start and 3.00pm finish – hopefully the traffic will continue to be manageable at these times.
- It was great to see everyone at our Meet the Teacher event – it was well attended and super to have all our parents and carers back in the school with us.
- We had a fantastic support session for parents from Anne Love from Love Autism – she will be returning to the school for another two sessions over the coming months. For any families going through the process of a diagnosis, it can be quite overwhelming with a lot of information – we wanted to ensure our families feel supported.
- We have returned to face-to-face assemblies, with P1-3, P4/5 and P6/7 assemblies every Wednesday with a member of the Senior Leadership Team – it has been great to get together in-person and hopefully pupils are enjoying being back together to celebrate special events and achievements.

School News

- We have been reaping the benefits of our school orchard recently, and, if you have been in the playground, you may have noticed the plums and apples. Pupils have enjoyed sampling the fruit and some classes have made delicious treats with the produce.
- We have a lot of clubs up-and-running already, including, Homework Club, Spanish Club, Girl's Football and Gardening Club, with lots more still to come.
- Our Primary 7 pupils have been participating in Sidekicks training with Active Schools, which trains them to help at clubs. The session planned for Monday 19th September has been rescheduled.
- Our music instrumentalist tutors are (brass, woodwind and drums) are doing a recruitment drive with Primary 6 pupils at the moment.
- Thank you to Ross and the chaplaincy team for delivering Buddy Training for our Primary 7 pupils last week.
- We are planning trips already, with planned excursions to New Lanark for Primary 6 and Kelvingrove for P4.

- We have a Hopscotch show coming the week after next called 'Plop in the Ocean', which has an environmental theme about pollution and plastic. **We are funding this ourselves and were wondering if the Parent Council would again fund a pantomime visit at Christmas?** They have discounted it to £360 per show, with two shows booked for the last week in November.
- We have booked our Lockerbie trip for our Primary 7s, which will take place in February. The session for parents and carers is planned for the beginning of October. The school are funding some of this on behalf of pupils.
- Mrs Waddell and Miss McIntosh led Micro:Bit training for teaching staff across the authority this week, and have another session planned for next week, too.
- Some of our Digital Leaders spoke at a 'Google on Tour' event at Duncanrig Secondary this week, speaking about their role as digital leaders and how we use ICT in Calderwood. Ava, Sam and Lottie were amazing presenters and we are all very proud of those who attended.
- We will be undergoing an ICT Refresh beginning on 29th October, with significant disruption expected from 7th October for a week. It is likely that we will have very limited access to ICT during this time.

Parents' Evenings and Reporting to Parents

- We have two Parents' Evening planned for this session, with the first being planned for just before the October Break. We are planning to have both of these in-person, and more information will come out to parents and carers next week.
- We plan to hold our usual Curriculum Evening for Primary 1 parents and carers soon, more information with a date will be sent out soon to parents.

Homework

- We have returned to a more traditional approach to homework this session as we are aware that people were a bit scunnered with Google Classroom and our uptake of homework in some classes was not great.
- We will be consulting with parents and carers, pupils and staff shortly, and from that we will decide on the best whole-school approach to take.

Breakfast Club

- We are still offering 'Toast and Go' every morning to all our pupils that sits alongside our Breakfast Club that runs from 8.15 – 8.45am.

Cost of the School Day

- As part of our focus on cost of the School Day, we have decided not to have a Book Fair at Parents' Evening, and instead we are focusing on our Eco Library.
- As part of our Cost of the School Day focus, we are hoping to have an Eco Uniform Week every month, where uniform would be available like a shop.
- You will have hopefully noticed that we had resources available to support home learning, and we plan to do this regularly.
- We are also hoping to continue recycling Halloween costumes and Christmas Jumpers this session, and would gratefully appreciate your support with this.

At the end of the report Elaine asked members present if they were happy to approve the funding request from the school for the Christmas Panto. All members present agreed to approve the funding for this.

▪ Subgroups

The subgroup process briefly explained for the benefit of any new members present and explained the different groups, what they do and what they look to achieve. It was a general feeling that the groups did not work as well last year, but it is believed that this is due to the change in group structure and not meeting face to face. Elaine advised that she believes that we need to re-energise the subgroups and recruit new members. We have to be better at engagement and communicating the purpose of the Parent Council, not just the fundraising but also the subgroups. Look at possibly producing 3 newsletters per year and agree annual dates for events and communicate these to parents in advance.

After a discussion on each subgroup it was agreed to keep the current structure for at least another year to see how things worked. Joanne advised that she would send out an e-mail to all members requesting that they contact her back to advise which group/s they would like to be a part of. Joanne re-iterated the importance of getting back to her by the date she notifies as this will allow us to get the groups up and running quickly. It would be good if everyone would agree to take on at least one subgroup.

Reading subgroup – Julie advised that she was looking for this subgroup to continue their great work this year. Julie advised that during their meetings last term they had come up with some great ideas which they want to see through. Julie will lead on this group but we will still need a PC member to lead alongside Julie.

Community Engagement subgroup – This group takes in campaigns and communications, funding and school liaison, P1 induction and school uniform. Volunteers required for this group.

Sustainability subgroup – This group will take on the Eco Uniform, the garden project and reducing the schools carbon footprint through recycling, donating etc. Volunteers required for this group.

Events subgroup – It was agreed that we should be mindful of fundraising just now due to current climate and maybe just concentrate on fundraising at Christmas fair. It was also agreed that we would possibly look at an event for the new P1s. A huge thanks to everyone that was involved in the P7 leavers events and the P1 induction events. Volunteers required for this group.

Councillor Brown discussed the possibility of Micro Grant funding (up to £500) which is open for applications just now.

▪ Events Diary

A general discussion took place regarding organising dates for the main events of the year with the following been agreed:

- P1 Event – Possibly Wednesday 5th October 2022.
- Halloween Disco – Thursday 27th October 2022.
- Christmas Fair Set up – Friday 2nd December 2022.
- Christmas Fair – Saturday 3rd December 2022.
- Fundraising Event – Friday 3rd March 2023.
- Easter Disco – Thursday 30th March 2023.
- Summer Fair Set Up – Friday 19th May 2023.
- Summer Fair – Saturday 20th May 2023.
- P7 Leavers Event – Thursday 22nd June 2023.

- **Any other business**

Jen advised that the school will be receiving £54k in Pupil Equity Finding this year with the majority of that being spent on teaching staff. The plan is to speak to the pupil and parent forums to discuss what to spend the remainder of the money on.

Emma asked about Parent Pay as the price of milk has increased to £1. It was advised that milk has gone up to 26pence so if it is still showing as £1 then this was not correct and let the school know. Emma confirmed she would check this.

Laura asked about transforming the school football pitch for the kids and where she could possibly look to for funding. Laura has agreed to investigate this but will also liaise with Julie separately as the football pitch was included in the original garden project.

Jen advised that a visit has been carried out to look at renewing the goals on the football pitch and they now have a price for this and will look at options available. A huge thank you also to Mr Bryce for taking on the P7 football. Ashley also asked about access to the Stonelaw pitches which it was agreed may be worth exploring.

David asked Jen if she had any contact from Marion Shearer regarding the School Travel Plan, but Jen advised she has not so David will contact Marion to discuss.

David asked about the possibility of having future meetings on Zoom and a general discussion took place regarding both face-to-face meetings and zoom. It was agreed by most people that face to face is preferable, but it is understood that not everyone can make face to face so to ensure that we are being open to all we are going to look at having November's meeting as a hybrid meeting to see if that would work.

A general discussion also took place regarding funding the renewal of the PC Zoom account and it was agreed that we would fund this for at least the next year that we can trial the Hybrid meetings and the school can possibly use it for class events.

A reminder was put out to members that the P classes from last year recorded a show on Camglen Radio which is being aired tomorrow so make sure you tune in.

Elaine then asked if any new parents that had attended a meeting for the first time if they now wished to join the Parent Council. New member confirmed as follows:

Elena Papageorgiou - proposed by Jayne Swanson and seconded by Catrina Miller.

Niki Taylor – proposed by Joanne Simpson and seconded by David Bhella.

Clare Garcia Wilson – proposed by David Bhella and seconded by Jayne Swanson.

Katie Donald – proposed by Emma McIntyre and seconded by Joanne Simpson.

Fiona Lyall – proposed by Joanne Simpson and seconded by Jayne Swanson.

Emma Killin – proposed by David Bhella and seconded by Joanne Simpson.

- **Next meeting Thursday 6th October 2022.**

Meeting closed.