

**MINUTES OF ANNUAL GENERAL MEETING
OF MATTOCKS PARENT COUNCIL
ON 6 SEPTEMBER 2012 AT 7.00 PM**

WELCOME

Gill Brady opened the meeting and welcomed everyone to the sixth Annual General Meeting of the Mattocks Parent Council. It was nice to see everyone at the meeting.

PRESENT

There were 8 parents and 4 members of staff.

APOLOGIES

Apologies were received from Michelle Pirie, Ruth Dunbar, Sara Willison, Simone Webster and Claire Bee.

MINUTES

The minutes of the last meeting were proposed by Gill Brady and seconded by Tracey Nicol.

MATTERS ARISING

There were no matters arising from the previous minutes.

REPORTS

CHAIR

Gill Brady gave the following report:

Welcome to the sixth Annual General Meeting of Mattocks Parent Council. Many thanks to those returning for another year on the committee and a warm welcome to our new parents who are keen to be voted on the committee who cannot be here tonight.

It's the Chair's role to lead and co-ordinate the Parent Council to achieve our aims and chair the meetings. A quick review of the aims of our Parent Council which were initially written in 2007 should probably be reviewed at our next meeting.

I think as the Chair, I acknowledge that despite being a small rural school we are extremely lucky to have the numbers of parents not only on our committee but within our Parent Forum, who are willing to assist and support where they feel able, with the skills and experiences that they have. I recognise the committee members who have certain interests and expertise. Those of you who are artistic, good organisational skills, excellent shopping skills and those of you who continually surprise me by being so resourceful! We have all proved that we have many links within our community that we can draw upon when the situation arises.

We are all experts on our own children. This information about our children's needs can be vital when brainstorming fun activities or being asked to input in developments or improvements within the school allowing parents to express individual views and wishes. We need to continue to strive to encourage parents to be involved. The importance of communicating with parents and children, gaining their views in a range of different ways, making it flexible and possible for everyone to contribute in a way that individuals are

comfortable with but also to recognise that for some parents there may be other pressures that get in the way or they don't know how best to contribute is vital to allow everyone to be involved. Any volunteer of assistance or support from any parent should be accepted as this may lead on to further involvement or other opportunities.

Once again, a busy year, initially starting with the Christmas card designs which again although successful we would plan to look at something different for this year. The Halloween disco was well attended and the children had requested the usual games to be there! So, lots of goo and mess, with lots of effort made by children, parents and teachers to dress up. The children voted for Christmas Movie Night where two films were shown simultaneously between two rooms, lots of blankets, pillows, pjs and onsies and an endless supply of popcorn and crisps, the children certainly seemed to enjoy it. We had been asked to assist with parent supervision to walk the children to the village hall for rehearsals for the Christmas show. Further assistance then with microphones and lighting and another walk to the hall for a second rehearsal was all supported by our parents. We organised the Christmas raffle at the Christmas show, "Santa on Strike" was a great success, it was well supported and attended and a pleasure to watch.

We had been asked if we could support the Eco Council by submitting grants for play equipment for the school field, sadly all our submissions were declined for no other reason than the volume of request - this may be something to pick up for future. Two members of the committee volunteered to input with the school handbook which they contributed to the Parent Council section. The school fair was a very well supported and attended event this year. Unfortunately, due to the weather it was relocated to the village hall but with lots of stalls, local produce, children's crafts, live music and drama group, it was great afternoon. While we perhaps did not raise as much for school funds as we have done in previous years there was lots of effort from the school, Parent Council, local community and this collective collaboration made it a great success. Thanks to everyone who attended and everyone who helped out both prior to the event and on the day.

There has also been on-going parental support throughout the school year from assisting with transport for trips, shopping for snacks, providing tea and coffee at events and baking for the Red Nose Day tray bake sale. I am sure there are many more examples that I have not individually highlighted but which are vital for supporting the school.

Finally, we look forward to another year in the school calendar liaising with the children to determine what fun activities they want us to organise and new and innovative ideas from the teachers and parents. On behalf of the Parent Council we look forward to contributing, supporting and most importantly having fun with the children. I have enjoyed role as the Chair and look forward staying on the committee with a new Chair in position!

Many thanks to Sara Willison, Simone Webster and Margaret Clark who we know are coming off the committee this evening.

TREASURERS REPORT

Sandra Donnachie gave the following report:

The balance on July 2012 was £306.65. The beach party in June 2012 realised £19.12 but this was not banked until August 2012. The sale of tickets for the Halloween disco raised £54.00 and a total of £54.98 was spent on food, prizes and decorations. The Parent Council ran a raffle at the Christmas play performance in the village hall which raised £190.00 with £81.96 being spent on raffle prizes and £44.34 on juice, crisps and mince pies. This event raised £63.70 for the Parent Council fund. A total of £49.27 was spent on juice, popcorn, crisps and sweets for the Movie Night held on 20 December 2012. The Parent Council provided Easter Eggs as prizes for the Easter Bonnet competition costing £9.70. A donation of £8.00 was given to towards a wedding gift for Miss McLean and flowers were purchased for Mrs Johnston when she left on maternity leave, these cost £35. Interest accrued from the bank was 12p. The balance in July 2013 was £286.64, a healthy bank balance.

The accounts are being audited and will be available on the school noticeboard shortly.

HEAD TEACHERS REPORT

Georgina Mallie gave the following report:

This time last year my report to you was full of hopes and aspirations. I'm pleased to say that a year on I can report on the successful fulfilment of many of these things. As you will have seen in the Standards and Quality Report we achieved the majority of things we had set out to do in our School Improvement Plan (SIP). The changes to the positive behaviour policy, the re-working of our school aims, the revamping of our school handbook and the work of our pupil and eco councils were - I am delighted to say - supported and enhanced by the involvement and support of parents. We improved communication between home and school with the launch of our website and we now contact the majority of parents via email.

The new format of the termly Learning Journals was well received and the feedback from parents has been taken on board with some slight changes being made this session. The Christmas Show in the Village Hall was great fun and the venue was ideal allowing many more people to share the experience! We regularly undertake surveys of parental opinion. The result of one such survey has been a change to school hours which was implemented in August.

School Role

The school role remains healthy with a slight increase to 65 pupils at present and a morning and afternoon session in nursery with 14 pupils and 3 more due to start next term.

SIP

This session we will build upon the gains made last year with our priorities focussed on attainment in maths and language, the introduction of restorative approaches to complement our behaviour policy and on increasing the opportunities available to pupils in terms of extra-curricular activities. It is also our aim to review and improve our homework policy and will be seeking parental input in this process. We also aim to provide information events and literature for parents throughout this session on a variety of issues and I will seek the advice of the PC as to what topics would be of interest.

School update

Over the summer the school's complement of computers was refreshed. This session we hope to install some form of interactive screen into the nursery and are in the process of identifying a suitable type. In June the pre-school received a glowing Care Inspectorate report reflecting the fantastic work by Mrs Kettles and the support and involvement of the parents - well done!

One of our main purchases last year was the Heinemann Active Maths resources and this session we are looking to enhance our literacy resources. A rolling programme of painting and maintenance continues. Limited storage continues to be an issue and I intend to invest in a sturdy shed if finances allow. We will also persist in our plans to improve the school grounds which despite the efforts of the eco council didn't materialise before the summer.

Staffing

I am delighted that Mrs Kettles has been given a permanent contract and we can look forward to a period of stability for the pre-school classes. Mrs Claire MacDonald has been appointed as a peripatetic Senior Early Years Practitioner and is with us for 1 ½ days a week to support the work of the pre-school. Mrs Johnston is currently on maternity leave after the birth of her beautiful son, Murray and we welcomed Miss Allan and Mrs Davidson who share the P6/7class.

I continue to be impressed by the hard work and dedication of all the Mattocks staff and the Parent Council. I look forward to the coming session and all that we can achieve by continuing to work together.

ELECTION OF OFFICE BEARERS

The following were duly elected to the Parent Council:

Chair	Gill Brady
Proposed by Gillian Kettles - seconded by Karen Gerrard	
Vice Chair	Tracey Nicol
Proposed by Karen Gerrard - seconded by Gill Brady	
Treasurer	Sandra Donnachie
Proposed by Gill Brady - seconded by Vikki Nicoll	
Committee Members	
Michelle Pirie	Proposed by Gillian Kettles - seconded by Tracey Nicol
Claire Bee	Proposed by Amy Rogers - seconded by Sarah-Jane Baldwin
Vikki Nicoll	Proposed by Gill Brady - seconded by Sarah-Jane Baldwin
Karen Gerrard	Proposed by Gill Brady - seconded by Amy Rogers
Ruth Dunbar	Proposed by Gill Brady - seconded by Vikki Nicoll
Gillian Kettles	Proposed by Gill Brady - seconded by Tracey Nicol
Amy Rogers	Proposed by Gill Brady - seconded by Gillian Kettles
Sandra Chadwick	Proposed by Gill Brady - seconded by Sarah-Jane Baldwin
Sarah-Jane Baldwin	Proposed by Gill Brady - seconded by Sandra Chadwick
Susan Hutchinson	Proposed by Sarah-Jane Baldwin - seconded by Gill Brady

Sara Willison, Simone Webster and Margaret Clark had decided to stand down from the committee this year and Gill Brady expressed her thanks for all their hard work whilst they were committee members and all were willing to help if they could at future events.

It was agreed that any parent not at the meeting but who wished to be part of the committee would contact Sandra Donnachie with their details.

The next meeting to be held on Thursday 7 November 2013 at 7.30 pm in Mattocks Primary School in the gym hall.