

PARENT COUNCIL AGM - MEETING MINUTES

DATE: 14 NOVEMBER 2017

EMAIL: pcbroomhill@aberdeen.npfs.org.uk

TWITTER: @SchoolBroomhill

NEXT MEETING: 16 JANUARY 2017, 18:30-19:30 (SCHOOL GP ROOM)

AGENDA:

1. Welcome
2. Chairperson's report – PC activities in previous year.
3. Treasurer's report
4. Appointment of Parent Council
5. Head Teacher's Report
6. Discussion of key plans/areas of focus for coming year
 - a. Parental Survey
 - b. future events / socials – Christmas Fair
 - c. fundraising ideas
 - d. possible sub groups
 - e. other
7. Any other competent business

1. WELCOME

AGM of Parent Council/PTA to summarise the past year and determine objectives going forward.

Attendees: Jacqueline Rinchey; Heather Pippia; Lynn Campbell; Melanie Ballantyne; George Pena; Sylvia Janczak; Mhairi Thom; Julian McCormack; Victoria Ilesanmi;

Mrs Dawn Reid (Head Teacher); Miss Rachel McCartney (Deputy Head Teacher); Mrs Rebecca Mutch (Deputy Head P4-7); Mrs Jennifer Williamson (Deputy Head Nursery-P3)

Apoloigies: Keith Thomson; Glenn Innes; Martha Richardson; Jill Christie; Angie Henz; Fiona Duggan

2. CHAIRPERSON'S REPORT

- There has been a new committee since January, thanks to those who were involved previously for help and advice throughout this first year.
- In February Donna Cuthill came to speak to parents about Role of Parent Councils, how to set up Parent Councils and the responsibility they have.
- Committee members have attended training on the set up of Parent Councils(Jill Christie), committee skills training(Jacqueline Rinchey, Sylwia Janczak) and Interview training (Jacqueline Rinchey).
- We have been represented at the Aberdeen City Parent Council Meetings. Class reps are now in place for P1-P7 and Facebook pages have been set up for communication
- All communication from Parent Council is being sent via school office so that all families receive information.
- Contact with council about Woodies project, meeting organised for end of this month.

Fundraising Aspect

We raised over £10 000 between Christmas Fayre 2016 and Spring Fayre 2017. Rag Bag also brings in regular income.

What have we contributed to –

- Rohan Library is now open, £30000 went to the refurbishment of this excellent Library and replacing books.
- Nursery received £500 to enhance their outdoor learning.
- Laura Angus has organised a Uniform Exchange. Parent Council contributed to the purchase of smaller items.
- Discos for P1 - P6
- Supported Prom for P7
- Teas and Coffees at Sports Day, P1 induction, Classroom visits, Trip and Tea.
- School sports teams

3. TREASURER'S REPORT

Unfortunately, the Treasurer was absent from the AGM due to work commitments and up-to-date details were not available.

4. APPOINTMENT OF PARENT COUNCIL

For parents/carers who are new to Broomhill, the following information may be useful in understanding the **structure of parent involvement**:

Parent Forum – All parents/carers of children at the school are automatically part of the Parent Forum

Parent Council – Smaller group of volunteers who are the ‘voice’ for the Parent Forum in relation to Education and Health & Safety. Sharing of ideas, feeds back to the school, aids with decision making, develops a partnership between parents and the school

PTA - Fundraising arm of Parent Council (organise school fayres and social events, general support for school events etc)

The **Parent Council Committee** currently has the following people assigned to posts:

Chair	Jacqueline Rinchey
Assistant Chair	<i>(post vacant)</i>
Secretary	Heather Pippia
Treasurer	Keith Thomson
Communications	Glenn Innes
Parent Rep Coordinator	Jill Christie
PTA Fundraising Coordinator	<i>(post vacant)</i>

The above people are happy to continue in their roles for another year and were elected by 2 other members present at the AGM.

5 New Ordinary Committee Members were also officially elected at the AGM as follows:

- Sylvia Janczak; Julian McCormack; Angie Henz; Lynn Campbell; Mhairi Thom

If you would like to be involved in any way, or even just attend meetings to listen to the discussions, as a parent/carer of a child at Broomhill School, you are invited and are most welcome to do so.

5. HEAD TEACHER’S REPORT

408 pupils currently attending the school, with the addition of the 4 nursery classes, which are at roughly half capacity.

The school has undergone a period of uncertainty in recent years, with the illness of the late Head Teacher, Mrs Rohan, and the retirement of the Deputy Head Teacher, Mr Carter. With an

entirely new management team in place, a new strategy has been established in order that the school can 'catch up' as such.

Mrs Reid	- commenced January 2017
Miss McCartney	- commenced October 2016
Mrs Mutch	- commenced August 2017
Mrs Williamson	- returned from maternity leave August 2017

It has been a big task to 're-set' the school, but initially short-term priorities were established between the months of January and June, and a new school vision was created, with the children setting their own objectives and their vision of Broomhill's future – "onwards and upwards". A school song was developed and the children have enjoyed singing it at assembly and in the playground. It has given the children ownership of the aspirational vision for our school.

The last inspection of the school was in October 2007. The Care Inspectorate last visited in 2014. Another inspection of the school is expected soon. Nursery received an unannounced visit in September 2017 and the results are available online. A Care Team from Aberdeen City Council did visit the school in November 2016 and noted that the school had good staff, bright and polite pupils, and the capacity to improve and reach its potential.

Free school meals is at 0.02% at the school, which is very low in the Aberdeen city area. 15 pupils receive PEF Funding. 68% of pupils live in the top 10% of affluency in Scotland, while just 2.4% live in the lowest.

The school ensure that the same equitable opportunity is available for every child and the SHANAARI indicators are met. Work undertaken at the school must be linked to that vision.

Curriculum indicators for the school are good, especially in P1-3. P4 dipped for a while but is on the up. We have addressed that gap and changes have been made to the curriculum.

The school has no attendance issues. 96% of pupils attend regularly, and unauthorised absences (holidays) stand at 2%.

The school has a committed staff. They are a supportive and collegial group who are keen to move forward. However, the management team are aware that teachers should not be overloaded with too many new initiatives.

What Next? What are the longer term goals for Broomhill?

- Curriculum, and what drives it? This was worked on during the in-service day last Friday
- Literacy attainment
- Effective assessment for planning
- Numeracy
- Improve understanding of Mental Health needs within the school

All initiatives can be accessed through the Standards and Quality Report –

Mrs Reid would like to thank all parents and carers of children at the school for their support since she started in January. She feels there is a very supportive and motivated network of people within the school community which benefits the school greatly.

Challenges do lie ahead with the Council, who have further future savings initiatives to be met. Mrs Reid expects that there will be more of a reliance on the Parent Council/PTA in the future, and the important fundraising we do will be crucial to further enhance learning experiences for our children at the school.

6. DISCUSSION OF KEY PLANS/FOCUS FOR THE YEAR

Ideas have been discussed as to what our fundraising efforts should focus on. The following areas have been identified for improvement within the school:

- Gym
- Nursery
- Front Door & Security
- Transport – class trips on buses mainly
- Education City licence