

MINUTES OF MEETING	
MEETING	KSPC Annual General Meeting (AGM) 2016
DATE OF MEETING	Wednesday 14 th September 2016, 19:00-21:00
LOCATION	Kinellar School
MINUTES BY	Catherine Brown
ATTENDEES	Alastair Fleming (Chairperson), Catherine Brown (Vice Chairperson), Lynda Barnard (Treasurer), Pam Farquhar (Head Teacher), Katie Finch (Depute Head Teacher), Ruth Stannard (Depute Head Teacher), Anna-Marie Pithie, Arlene Fortune, Tara Cran, Xania Aracas, Lynne Greig, Kirsty Deans, Lyndsay Cassie, Karen Goodwin, Emma Martin (P2 Teacher), Katrina Denholm, Karen Simpson, Deborah Moir.
DISTRIBUTION	KSPC Noticeboard in Kinellar School Main Reception area and Kinellar School website; http://kinellar.aberdeenshire.sch.uk/parent-council/

Item	Comment	Action
1.	<p>Alastair Fleming thanked attendees for coming and welcomed everyone to the AGM.</p> <p>Agenda for the AGM was handed out to all attendees. The following apologies were received prior to the meeting Marshia Peel and Uma Thankappan.</p>	N/A N/A
2.	<p><u>Treasurer Update</u></p> <p>Lynda Barnard stepped through the KSPC Income/Outgoings 2015/2016 spreadsheet. In summary the opening balance was £6,606.99 and the closing balance is £10,456.65 less the Just Giving balance which takes it to £6,706.65.</p> <p>Kirsty Deans raised a query with regards to the Scholastic Book Fair making a profit, Lynda Barnard advised that the school received approx. £1,500 in vouchers for books.</p> <p>Just Giving balance, £3,750.00 but 2 activity days to be deducted from total which will take balance to approx. £1,200. All pupils in the school had the opportunity to take part in the activity days. Just Giving steering committee which is made up of volunteers from the Parent Council and School House captains will meet at a suitable time to decide how the remainder of the money will be spent. However, Mrs Farquhar proposed</p>	N/A N/A AF/PF

	<p>the Nursery & Toddlers will be treated to either a puppet show or gymnastics event as they hadn't benefited from the funds to date and this was agreed by all attendees. Alastair Fleming and Mrs Farquhar to progress.</p>											
3.	<p><u>Confirmed Annual Spending Projects</u></p> <p>During the June 2016 meeting the KSPC agreed to commit to specific projects for each class along a 'Health and Wellbeing' theme.</p> <table> <tr> <td>Nursery</td><td>TBC (Gymnastics)</td></tr> <tr> <td>P1 & P2</td><td>Road Safety Theme e.g. Magic Show</td></tr> <tr> <td>P3</td><td>Play in a Day</td></tr> <tr> <td>P4</td><td>Sailing Experience (contribution only)</td></tr> <tr> <td>P5-P7</td><td>First Aid levels 1-3.</td></tr> </table>	Nursery	TBC (Gymnastics)	P1 & P2	Road Safety Theme e.g. Magic Show	P3	Play in a Day	P4	Sailing Experience (contribution only)	P5-P7	First Aid levels 1-3.	N/A
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4.	<p><u>Uniforms</u></p> <p>A new website for school uniform ordering is scheduled to be up and running for direct purchases after the October holidays. Delivery will either be to the school or by separate arrangement to houses. Alastair Fleming to follow up and confirm exact details with company.</p> <p>A number of items of school uniform stock currently available so there will be a stall setup by the KSPC at the next parents evening.</p>	AF LG										
5.	<p><u>School Update</u></p> <p>Mrs Farquhar gave the school update and presented a number of slides to the attendees.</p> <p>New Campus Update;</p> <p>Midmill School open for all Kinellar pupils on 18th November.</p> <p>Trial Transport Day scheduled for, 27th October, ideally the SMT are pushing for the pupils to be picked up at their stops so it is a realistic trial for all the children. PSA's will be escorts on the buses and more details will be communicated by the school shortly.</p> <p>School day will remain as 9am - 3.15pm at present but it could be subject to change depending on transport arrangements.</p> <p>Corporate Moves are carrying out the move of the school and staff training will take place while the school is closed. The training will cover safety in and around the building, fire safety routes and pick up and drop off points along with where resources are kept etc. There will also be training delivered with regards to new technologies, such as Skype, as there will be no physical phones in classrooms. There is also catering equipment which needs to be tested and trials of meals in preparation for the pupils attending. It is very important that the staff are familiar with all these areas prior to the school opening its doors.</p> <p>Mrs Farquhar is keen for parents to be given a tour of Midmill school prior to the pupils attending.</p>	N/A										

Our sense of Identity as a School;

Mrs Farquhar explained that each class are involved in the following topics which the school felt was important to explore due to the move and for the pupils to get to know their local village and learn about local history. Mrs Farquhar suggested that the work would go on display once the new school was built and the pupils were back in situ.

- P1 – Playparks and spaces
- P2 – Farming, Forestry and the Land
- P3 – Houses and Homes in Blackburn
- P4 – Kinellar School History
- P5 – The History of Blackburn
- P6 – Our Community Partnerships
- P7 – WPR and other links

Areas for Development 2016-2017;

- New Campus
- Digital Literacy
- Modern Languages – Scottish initiative.
- Maths – closing the attainment gap.
- Restorative Practice – P7's are being trained up.

Mrs Farquhar is keen to ensure all pupils knows the school values of **Happiness, Achievement, Honesty and Respect** and feels it is important that these remain with the pupils wherever they go.

Mrs Farquhar feels the school is going from strength to strength and she was pleased to announce that each class now has its own learning ambassador. An example of this role within the school which she gave was if a visitor came to a class, they would be met by the class ambassador who would introduce themselves and describe what they are learning in class.

6.	<p><u>KSPC Calendar of Events 2016 and 2017</u></p> <p>Spree Books – September Christmas Cards – October letter Elf Shelf – December @ Midmill School School Disco – 9th December @ Midmill School Scholastic Book Fair – February @ Midmill School</p>	N/A
7.	<p><u>Nominations for 2016/2017</u></p> <p>Office Bearers (no change)</p> <p>Chairperson – Alastair Fleming Vice Chairperson – Catherine Brown Treasurer – Lynda Barnard</p> <p>All attendees at the AGM have agreed to be parent council members who will liaise with class teachers. They are as follows;</p> <p>P1 – Lynda Barnard, Katrina Denholm, Karen Simpson, Arlene Fortune P2 – Alastair Fleming, Anna-Marie Pithie, Karen Goodwin, Deborah Moir</p>	N/A

	<p>P3 – Kirsty Deans, Uma Thankappan, Catherine Brown P4 – Karen Simpson, Lynda Barnard, Marshia Peel P5 – Lynne Greig, Kirsty Deans, Lyndsay Cassie, Arlene Fortune P6 – Karen Goodwin, Lynda Barnard, Xania Aracas P7 – Tara Cran</p> <p>We agreed that members could represent more than one class if appropriate. It was noted that to comply with the Kinellar School Parent Council Constitution we require a volunteer to represent the Nursery group and a further volunteer to represent P7. We are very keen to get volunteers on board to occupy these slots on the Parent Council and will appeal in future communications.</p>	
8.	<p>A.O.B</p> <ol style="list-style-type: none"> 1. Member of the parent council suggested alternative nights for the KSPC meetings to take place, so they didn't always fall on a Wednesday evening to allow other to attend who can't always make a Wednesday. KSPC and SMT will look into alternating the evening going forward. 2. School Calendar of events has not been issued by the school but will be shortly which will cover events until the end of the year. No further dates are confirmed due to the school move. 3. Homework was discussed at length and some parents felt there wasn't enough math sheets being sent home. Another homework suggestion was to give parents hints and tips on how to help children with their homework. One suggestion was that a survey monkey on homework was put together to get feedback from parents. 4. KSPC to become more of a Parent Forum for parents to be involved in the learning of the pupils and not just seen as volunteering and fundraising which is just a part of what its aims and objectives are. See KSPC constitution and Parent Council section of the Kinellar School website. 5. KSPC Logo, Mrs Farquhar to follow up and review designs which have been done by the pupils. 6. School website. Mrs Stannard to provide Catherine Brown with login details to update the Parent Council section. 7. Communication to the wider community on how the Just Giving funds have and will be spent and follow up from the article which was published in the Spring edition of the Blackie Banter. 8. Parent volunteers to help at the Christmas Disco. Advert to go out on social media and Parent Council website asking for any helpers to contact the KSPC email address. 9. Santa volunteer for Christmas Disco. 10. DJ volunteer for Christmas Disco. 11. 6 x £50 Thainstone vouchers for Nursery staff. 	AF/PF INFO PF KSPC PF RS AF/CB CB XA AFortune AF/CB/LB
9.	<p>Next KSPC Meeting scheduled for 9th November at 7pm, Kinellar School.</p> <p>Please come along and hear how you can be part of what shapes Kinellar School, your views, suggestions and feedback are all very welcome.</p>	ALL