

Minutes of the Annual General Meeting of Haddington Primary School Council 28 September 2020 - Held via Zoom

haddingtonpscouncil@gmail.com

Present:

- Parents: Victoria Murray (Acting Chair), Morven Atkinson, Sue Langlands, Jo McClure, Andrew Murray (Treasurer), Martyn Pegg, Caitlin Stott (PTA Chair)
- Teachers: Willie French (Head Teacher), Kirsty Murray, Sally Murray, Brian Smith (Deputy Heads)
- Others: Allison Cosgrove (Clerk), Cllr Shamin Akhtar and Cllr John McMillan
- Apologies: Cllr Craig Hoy, Kenny Fearnside (Chair), Amanda Harvey (PTA Secretary)

1. **Welcome and Chair's Report for the Year:** In Kenny Fearnside's unavoidable absence, Victoria Murray took the Chair and welcomed all to the AGM. She summarised the work of the School Council over the year as focussing on supporting the School to get the "One School" ethos in place. This had covered uniform, signage, and communication including accessing the webpage. She thanked Donna Guy for getting the Twitter account up and running. Work on the School environment had had mixed success, however a useful dialogue had been established on wellbeing. A document which summarises issues raised by parents directly and through last years survey, and how the School and School Council acted on these would be circulated to parents.
2. **PTA Chair's Report:** Caitlin reported that unfortunately the fundraising events planned for the summer term had to be cancelled because of Covid. The planned Pub Quiz and BBQ may also now not take place. She noted that because fundraising would perhaps be a big ask for families who may be in a difficult financial position because of the pandemic that the intention of the PTA is to concentrate on spending existing funds to support the school and families. Caitlin thanked all parents who had contributed during the year and whose children had now moved on to Knox.
3. **PTA Treasurer's Report:** Andrew Murray gave an account of fundraising, reduced as noted above, and spending to date. The income for the year was £5,390, with almost half of that (£2661) coming from the proceeds of the Infants building Calendar, and £1116 from the Upper building Christmas Fair. Spending totalled £2,401 including £347 for an amplifier, £932 on equipment for classes at Christmas time, £337 funding Enterprise projects and £145 on Lego for 'Lego Therapy'.

The net income for the year was, therefore, £2989, leaving the balance in the bank at £11,149.

The summary report and illustrative charts are attached as an appendix to these Minutes.

4. **Head Teacher's Report and School Finances:** Willie French began by stating that his aim had been to have more parent/carer involvement in the School, and two events had been held to support this: the World of Work Week and the Scots Week. Both of these had had great support from parents and carers. It was disappointing to now have a situation where no parents could be in School at all.

On the School Improvement Plan, four working groups had been established across the staff teams, looking at key areas for improvement. This work would be carried forward to this year's Improvement Plan.

Advising parents on the impact of Covid-19, he noted that the last day of the 2019/20 year had been 20 March, which meant that a lot of normal tasks had not been undertaken. However the use of Google Classroom meant learning and teaching sustained as much as possible. A Hub had been operational at the School for the children of key workers and for vulnerable children, and this was a challenge that had been managed well. Unfortunately, the transition process for

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children moving from Nursery and those going on to Knox had not been able to be delivered as well as normal.

Victoria Murray expressed thanks on behalf of the parents and carers for the speed and efficiency with which the school implemented Google Classroom for the pupils. She thanked the teachers for their hard work on supporting the home schooling of pupils both through Google Classroom and at the hub.

On the School Budget, Willie advised that after staffing costs the only funds available were for educational supplies and no update had been received since 1 April. At this point the budget had been healthy with an underspend of £67K. It was difficult to anticipate this year's budget, as masks and sanitisers were funded separately by ELC, but extra black bags, soap and hand towels had to be paid for by the School, and a lot were being used. It was not yet known if extra staff costs would be paid for by the Council or met by the School. He emphasised that all learning and teaching resources were being supplied as usual and there was no lessening of investment.

Willie advised that £95K was available from the Pupil Equity Fund, of which £87K would go on additional staffing costs leaving £6k which would probably be spent on resources.

5. **Action Plan:** Victoria noted that no Plan was yet in place setting out the School Council's priorities for the current year. The School Council would continue to support the delivery of the school Improvement Plan. Another priority would be to work with the school to re-integrate with the community as much as possible during and following the Coronavirus pandemic. In addition it was intended to carry out another parent/carer survey to find out what parents think is important in order to inform the work of the School Council. A draft was nearly ready to send out, and would be benchmarked against progress made and issues raised last year.

The school Improvement Plan for the year 2020-21 will be circulated to parents and carers.

It was noted that any improvements to the Playground and to support outdoor learning would be welcome, and that the School Council and PTA would welcome feedback from the teachers on this.

Sederunt: Cllrs McMillan and Akhtar left the meeting.

6. **Update to the Constitution:** those present agreed that this be amended to allow the option for two Co-Chairs if required.

7. **Appointment of Office Bearers:**

School Council:

- **Co-chair:** There being no other contenders, Kenny Fearnside and Victoria Murray were willing to carry become co-chairs rather than chair/vice-chair for the current year. Proposed by Sue Langlands, seconded by Morven Atkinson, and agreed by all attending
- **School Council Members:** there are no formal School Council members, all parents are welcome to attend and contribute to School Council meetings, or to send issues to the co-chairs to raise on their behalf if they are unable to attend.

PTA: current office bearers all agreed to stay on in their roles.

- **Chair:** Caitlin Stott
- **Treasurer:** Andrew Murray
- **Secretary:** Amanda Harvey

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- 8. Other Issues:** Victoria noted that she and Kenny wanted to make sure the school community was aware of School Council and how to get in touch, particularly now it was not possible to do this in the playground.

Sue Langlands asked if some of the PTA funds could be used to connect the School Hall remotely with theatre companies or other public entertainments so that pupils could benefit even if they could not travel to events.

- 9. Date of Next Meeting:** to be determined once the survey had been distributed, so that results could be discussed.