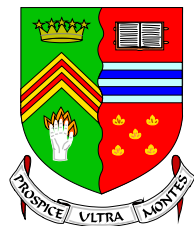


Dunblane High School Parent Council



Draft Minutes for the Annual General Meeting of the Parent Council

14th May 2018

Venue – McCarron Room

7.00 – 8.45pm

Attendees

Sandy Fleming (Chair)

Stuart MacKay (Head Teacher)

Lorraine Thomson (Vice Chair)

Lynne Ross (Treasurer)

Vicki Sheridan (Secretary)

Liz Fraser

Claire Clark

Shirley Lumsden

Mary Toop

1. Apologies

Apologies received from Mark Spencer-Bowles, Linsay Goodfellow and Teresa Deakin.

2. Approval of Previous Minutes dated 5th September 2016

Sandy reviewed the previous minutes.

Item 7. AOCB – there is a new Stirling Council initiative whereby all S1s will have a Chromebook. DHS will require circa £11k additional monies to implement this. PC to review a fundraising plan for next year which could assist.

Lydia Parish organised a foreign exchange visit for her own child which the School accommodated. The School will continue to assist with these individual exchanges where asked.

Lorraine approved the last minutes and was seconded by Lynne.

<p>3. Chair's Report</p> <p>Sandy tabled a note of Guidelines for the PC meetings for the following year (copy attached). It confirms basic good practise and dates for next years meetings. Mr MacKay will arrange to have these dates put on to the School calendar. Next year there will be 4 meetings plus the AGM.</p> <p>Sandy reviewed the PC achievements from last year.</p> <p>Randolph Hill – Relationship with the School is continuing to strengthen. Lorraine confirmed that 10 pupils from S5/S6 have visited weekly and RH have requested that the same pupils continue to attend to maintain consistency for the residents. There is a plan to do more dementia training with new S6s which will tie in well with Councils plan for Dementia Centres around the Stirling area.</p> <p>The meeting with the other Stirling PCs was very productive and hopefully this will be an annual information sharing event.</p> <p>Responses from the School lunch survey are being collated and will be shared with the school and the other PCs shortly.</p> <p>The meeting chaired by Connect held with the PCs from the Dunblane primary Schools, raised various points. One of those was improved communication. We would like to link our new twitter account with the School's account, texts and emails for the PC could be organised through the School's Parent Pay system, a section of the School's regular newsletter could be dedicated to the PC to allow our updates to reach a wider audience, emphasis should be made on the ability of parents to 'drop-in' to PC meetings – they do not require to be a member or attend every meeting to make a worthwhile contribution.</p> <p>Mr Mackay confirmed that more parent led events are planned – parent workshops and information evenings will help to keep parents up-to-date with educational changes.</p> <p>Sandy thanked all members of the Parent Council for their good work during the last year.</p>	<p>SM</p> <p>SF/LT</p> <p>ALL</p>
<p>4. Treasurer's Report</p> <p>Lynne tabled an Income and Expenditure Statement for the PC account (copy attached) which has been checked and audited by Christine Cameron. Since the PC only assisted the School with the Christmas raffle it is not shown on the account as the money was banked by the School. We agreed however that in the future all events run by the PC in connection with fundraising should go through our account to give a fairer reflection of the PCs work.</p>	

<p>Vicki tabled a fundraising suggestion. The '100 Club' is already being run by PCs at certain other Stirling Schools. Parents are invited to purchase one monthly number (up to 100) at say £2 per number. Everyone that pays for 12 months in advance are allocated a number. Every month a draw is made and 3 winners are chosen. Prize money is taken from the monies paid and at the end of the year then remaining money is profit. Lynne and Mary are going to review the scheme and determine whether this can be run as one of the treasurer's duties.</p> <p>Since Christine Cameron has been acting as accounts reviewer for more than 3 years a new auditor will be chosen. Lynne suggested Anne Marie Robertson who has children at the School and has performed these duties at Newton Primary. Lynne to speak with her and confirm whether she can undertake this role.</p>	<p>LR/MT</p> <p>LR</p>
<p>5. Election of Committee Members</p> <p>Office Bearers</p> <p>Despite being in the role for 2 years Sandy offered to remain as Chair unless anyone else was interested; his appointment was seconded by Lorraine Lorraine offered to formally act as Vice Chair; seconded by Sandy Despite being in the role for 2 years Lynne offered to remain as Treasurer unless anyone else wanted the role; seconded by Sandy Despite being in the role for 2 years Vicki offered to remain as Secretary unless anyone else wanted the role; seconded by Lorraine Shirley Lumsden offered to undertake the role of Community Liaison (previously titled Social Convenor). Seconded by Vicki. Mr Mackay to confirm that Mrs Delaney will remain as teacher liaison.</p> <p>Lorraine suggested that everyone at the meeting bring one fundraising suggestion to the next ordinary meeting for discussion.</p> <p>Ordinary Committee Members</p> <p>Claire Clark, Liz Fraser and Mary Toop were confirmed as OCM.</p> <p>Pupil Representative is to be confirmed following appointment of new Head Boy/Girl.</p> <p>Lynne will ask Anne Marie Robertson if she is interested in acting as Accounts Reviewer for the next year. Sandy suggested that a letter of thanks be delivered to Christine Cameron expressing the PCs appreciation of her services.</p>	<p>SM</p> <p>ALL</p> <p>LR</p> <p>SF</p>

<p>6. Any Other Council Business</p> <p>Sandy will attend the S1 parents' night to promote the PC.</p> <p>Careers Fair – Lorraine confirmed that the Fair will be held on the 7th June 2018. We have around 90 confirmed parent volunteers including 5 speakers. Letters are going out to parents and pupils on Wednesday 16th May by ParentPay.</p> <p>Signage has been agreed and is being manufactured at present by Signs Express. The stall layouts are being agreed this week.</p>	SF
<p>New Initiatives – attached is a list of proposed PC initiatives.</p> <p>Following review of the list we agreed to move forward with all items except the last one – Alcohol and Drugs event - which Mr Mackay agreed the School would organise.</p> <p>In addition, the PC will look at ways of raising funds for the School.</p>	ALL SM ALL
<p>Date of next AGM 13th May 2019 at 7pm</p>	
<p>Date of the next Ordinary Parent Council meeting is 3rd September 2018.</p>	