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| **Parent Council Members:** Aimee (Fundraising Lead), Becca, Elma (Treasurer), Jemma, Kathleen, Louise, Michelle, Mike (Chair), Mrs Brooks, Mrs Campbell, Mrs Hughes, Paula (Vice-Chair), Rhona, | |
| **Attended**: Aimee (Fundraising Lead), Becca, Elma (Treasurer), Jemma, Kathleen, Louise, Michelle, Mike (Chair), Mrs Brooks, Mrs Campbell, Mrs Hughes, Paula (Vice-Chair), Mellissa Adam, Alistair McLennan, Victoria Paterson, Yuner Chen. | |
| **Agenda Item** | **Update and Actions** |
| 1. Welcome | Mike welcomed everyone who attended |
| 1. Apologies | Kathleen |
| 1. Chairman’s report | 2nd year as chair, pleased to be part of the team. Thank you to fundraising and acknowledged monies raised and value added to the school environment for the kids learning experience. Thank you to each parent council member for the individual contributions.  Been a great year and thank you. |
| 1. Head Teacher report | Echo sentiments of Chair – really appreciated hard work and time that the parent council have dedicated over the year.  School budget is being cut year on year, so any fundraising dome is fundamental to supplement the learning and education environment of the school. A big thank you. |
| 1. Treasurers report | Summary of accounts 2017/18  Raised £2600, of which 3900 discos’. Fun day raised £328. Family disco raised £500. This was used to pay for: Adult training for first aid and P5-7 first aid training, Christmas gifts pls panto. Now set up digital library (will be annual cost). Surplus of £600 and carried forward.  Asked to acknowledge that parent council need to maintain a surplus to accommodate any emergency funding needed and also to account for any fundraising activities that are unable to run – eg Tipsy Tea Party.  Current balance of £2400 in accounts going forwards with Christmas still to come. Dictionaries, Atlases and Blocks still to be deducted (max cost £1200).  Copies of report available at request by parent council members. Next step is to go to audit before being made widely available to parent forum.  Requirement to ensure that all of the parent forum is included and invited to be part of the parent council. This could include adding a briefing into each schoolbag. Confirmed that comms used are: Social Media, newsletters, and text.  Discussion over how to increase parent engagement/ helpers – specific mention about lack of parents coming forward to help at school discos and concern about having to cancel at the last minute in not enough. |
| 1. Stand down of existing office bearers | Mike Low stood down as Chair and volunteered to re-stand  Paula Williamson stood down as Vice chair  Michelle Shek stood down as Secretary  Elma Wood stood down as Treasurer. Unable to stand as treasurer again as Elma has served 3 consecutive years in this role. Thank you for your involvement. |
| 1. Election of Office Bearers | **Paula Williamson** elected to **Chair** – seconded by Elma, Aimee and Louise  **Mike Low** elected to **Vice chair** – seconded by Victoria, Louise  **Michelle Shek** elected to **Secretary** – seconded by Elma, Paula  **Alistair McLennan** elected to **Treasurer** – seconded by Rhona |
| 1. Election of Committee Members | **Parents** (in addition to office bearers above)   * Elma * Rhona * Victoria * Aimee * Jemma * Mellisa * Louise   **Teaching Staff**   * Mrs Hughes (Head teacher) * Mrs Campbell   Mrs Brooks is stepping down from parent council after 12 years consecutive service. The parent council thanks Mrs Brooks for all her help in the past and look forward to continued help (eg flipping burgers) at future fundraising events.  Mrs Hughes will advise of an additional member of teaching staff to join the committee. |
| 1. AOCB |  |

**First meeting of Parent Council Meeting 2018-19 Wed 12th Sept 2018**

| **Agenda Item** | **Update and Actions** |
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| 1. What does the parent council do? | * Commit to share agenda with parent forum through social media and notice boards as a rolling item – inviting parents to add items to the agenda as they arise and to attend the meetings where they can. * Vicky to support Michelle on gathering agenda items |
| 1. Dog fouling | Each community council is looking at options, including raising fine to £1000 for dog fouling. Ideas from across community council’s will go forward to Aberdeenshire Council for final decision.  Jemma shared the banner to support ‘greener dog walkers’ campaign – this will be posted at the front of the school from 13th September. |
| 1. School security/gates | Comment that fencing around nursery is good addition. Question on whether this could be put around the school. Gates would also be welcomed. Mrs Hughes is in discussion with Aberdeenshire Council about additional gates.  Highlighted that the flood light in the car park is currently on all night – and appeared to be attracting youths to the area (eg playing basketball)  Loss of youth café and ‘free’ groups for kids to access means there are no places for teenagers to go. Community Council exploring ‘asset transfer’ options for police building with various community groups to create a community centre – but this has proved unsuccessful. |

**Agenda items for meeting 9th Oct**

* Come with ideas to make parent council more accessible / to promote parent council with parent forum.
* Identify ‘standing items’ which will always appear on the agenda eg Update on any school issues, Fundraising Activities, treasurer’s report etc