

# MOORFOOT PARENT TEACHER GROUP AGM - Minutes

**Meeting Held:** 2nd June 2015, 7.00pm, Brunton's, 25 Powdermill Brae, Gorebridge

**Chairperson:** Nick Oswald

**Attended:** Toni Page, Richard Ellis, Jacqui MacKenzie, Adeline Tan, Lauren Paxton, Shirley Fairley, Sarah Clapperton, Ashe Tait, Jane Lambley, Carla Jamieson

**Apologies:** Mischa Hautvast, Mona Hashem, Helen Tait, Neil Finnie, Clare Softly, Rhona Holland.

## Parent Council Opt-Ins

As noted in the minutes of the last meeting, only parents who opt in as Parent Council members are entitled to vote at PTG meetings. So from now on we will formally invite all attending parents to opt-in to the Parent Council for the academic year.

The following attendees opted-in as Parent Council Members for the academic year 2014/15: Toni Page, Richard Ellis, Jacqui MacKenzie, Adeline Tan, Lauren Paxton, Shirley Fairley, Sarah Clapperton, Ashe Tait

## Minutes from the previous meeting

In the minutes of the previous meeting it was noted that a poll of the Parent Forum on which trips should be subsidised using PTG funds was held. The result of the vote was:

- **Christmas Trip:** Yes=9 ;No=10
- **Summer Trip:** Yes=16;No=3
- **Educational outings (1 per class):** Yes=17;No=2
- **Residential/activity trips (P4+):** Yes=16;No=3

Since these votes were cast by Parent Forum, rather than Parent Council, members they do not constitute a binding vote.

The members of the Parent Council held a vote to determine whether this poll would be acted upon and used to inform spending decisions for 2015/16. The vote was 7-0 in favour. Therefore, sufficient volunteers permitting, the PTG will continue to subsidise all trips, apart from the Christmas outing. This means that there will be no Christmas outing in 2015.

## Chair's Report

Nick Oswald welcomed everyone to the meeting and explained that the PTG's role is to:

- Provide a 2-way link between the school/nursery and the parent body
- Support school activities through parental involvement and fundraising
- Help the school to foster positive links within our local community

Over the past year, we have shifted the way the PTG functions with the principle focus on involving a wider range of parents in our activities to reduce the pressure on the committee and regular attenders and thus make the PTG more sustainable.

We did this by:

1. Using volunteer forms at the start of the term to gather volunteers for fundraising events, with the request that each family contributes to at least one event if at all possible. This worked very well and we were able to run all fundraising events last year with much less dependence on the committee and "regulars"
2. Informally appointed Adeline Tan and Ashe Tait as Communications Officers in order to improve communication with the parent body and promote interest/interaction. Adeline and Ashe have done a great job in using our email list, bag drops and social media to greatly increase the awareness of parents of what the PTG does and needs.

Together, these measures allowed the PTG to function more smoothly than in the previous year. It is hoped that the improved communication and much reduced need for regular PTG participants to be "on the hook" for fundraising events will encourage more parents to come forward and take part.

### **Treasurer's Report**

Rhona Holland could not attend the meeting today, so Nick Oswald gave the report on her behalf.

The PTG's funds mainly come from fundraising events that are held throughout the year. In 2014/15, 4 main fundraisers were held. They were

Middleton Fete (August 2014): £175 raised

Duck Race (Sept 2014) + Duck Hire: £1450 raised

Temple Coffee Morning (Nov 2014): £260 raised

Christmas Raffle (Dec 2014): £650 raised

**Total Raised: £2535**

From funds raised, we have supported the school/nursery by subsidising the following:

Xmas Theatre Outing = £545

Christmas Parties = £150

P7 Camp = £200

Port Edgar = £585

Class Trips = £235

Summer Outings = £570

## Total = £2285

Our closing balance carried over into the 2015/2016 academic year is £650

## **Appointment of Committee for 2015/16**

At the time of the meeting, Mischa Hautvast had put herself forward as Treasurer, but we had no volunteers for Chairperson or Secretary. A vote was taken to suspend the PTG and disburse the funds in our bank account to the school, unless a committee was formed by the end of September 2015.

Since then, Susan Muir has put herself forward for the role of Chairperson, and Toni Page for Secretary. So we will be able form a committee for 2015/16. At the first PTG meeting of 2015 a vote will be held to formally elect the committee.

## **Headteacher's Report**

Jane Lambley explained that a core focus in the last academic year were:

- **Foreign languages initiative**, which aims to equip each child to speak at least one foreign language. The teachers received training and resources to enable them to teach French, and a French specialist was also brought in. This will continue into 2015/16/
- Ensuring that **Support for Learning** continued to be of a high standard despite staff changes.
- **Numeracy**
- **Literacy**. Jane mentioned that spelling/punctuation lessons did not seem to be transferring through to free writing and ways to get the children to commit to taking responsibility for checking their own work to remedy this are being rolled out next year.
- **RME**. Instead of the whole school studying one religion at a time, children will be split into teams to go off and study a different religion each, then come back and compare notes.
- **Home Teams**. This was an initiative started by the Pupil Council. The children will be divided into 4 teams, each with a cross-section of ages. From next year they will spend 1 hour per week working in their home team, with staff members rotating through the teams. The aim is that interaction with peers from different age groups, as well as with different teachers than their class teacher will foster confidence in the children.

## **Items Raised**

The following items were raised and discussed: Numeracy

- **School Uniform dress code does not seem to be enforced, should it be?** It was discussed that school uniform is very important, but it is not enforced strictly and is difficult to police. It was agreed that rather than attempting to enforce adherence to

the dress code, guidelines should be issued and any serial non-compliance should be highlighted, e.g. in a note home.

- **Healthy eating policy seems to be enforced sporadically.** It was agreed that the school's healthy eating policy sets a good example to the children, but is often not adhered to in snacks brought into school etc. As with dress code, it was agreed that policing this is not the way forward, but instead parents should be made aware of the policy, and whether or not to adhere is their decision.