

Parent Council AGM Minutes

(followed by regular business meeting, see below)

Wednesday 30th August 2023

Present: Thorfinn Johnston, Caroline Lourie, Sally McNeish, Denis Dounaev, Paul Barber, Mary Dunn, Mark Summers, Lian Brown

Apologies: Kate Shiner

1. Adoption of previous AGM minutes

Previous minutes have been sent out.

Proposed SM, seconded by CL.

2. Office Bearers

Short of secretary at the moment. SM has been in touch with OIC and they have said we can employ a clerk. £270 in bank to use at our discretion, can be used to employ a clerk. They deduct insurance and transfer us the rest.

OIC don't know exact figure we will get this year, the school role affects the figure. Should be £250. SM called Orkney college to ask for a business student, they are yet to call her back.

Not necessary to elect another office bearer. We are viable as a committee without a secretary.

Secretary tasks can be shared: TJ to help with communications

CL is acting as treasurer and fundraiser, someone needed to coordinate fundraising events. Someone to take the lead on each event. More people need to be on board for fundraising. LB and DD offered to help with this. DD and CL to help maintain record of funds granted.

PB suggests that up to date list is submitted and passed on to teachers so they can update their fundraising requests.

Trips: languages trip is not going ahead. No paperwork for art/photography trip.

3. Chair's report (SM): see attached

4. Treasurer's report (CL): see attached

Call for any objections for Karen Ritch to audit the books – no objections.

5. PB expressed **thanks** for support from Parent Council to the school.

6. AOB for AGM requested. AGM is concluded.

7. **Date of next AGM** will be next August.

Regular Meeting Minutes

1. **Headteacher's report:**

PB gave update on school staffing, school issues, exam results data, Scotland-wide education issues.

Update on Swiss trip going ahead next summer with geography department.

2. **Funding:**

SM and CL request receipts from funding requests granted and money hasn't been transferred. SM to check whether leavers gift contribution was given.

Leavers Hoodies: current S6 have already purchased

Revisit decisions on leavers hoodies when KS is in the next meeting.

Put request on agenda for next time for funding of hoodies.

Future staff funding requests: to be collated by teacher reps or PB. S6 leadership team can be involved in funding decisions.

3. Meeting before Christmas to plan ahead of time for **leavers celebration**. SM to recirculate minutes from the evaluation meeting from June.

4. **Upcoming Events:**

This is Their Moment event: winning performances from Band Comp put on for parents.

PB will confirm This is Their Moment date.

S1 settling in evening is 20th September: one or more parent council members to stand up and talk. Good idea to do tea, coffee, cakes – no charge. Stall needs to have clearer visuals to persuade people to join in. CL to try and source photos before 20th Sept of past events to be displayed on a board.

Sign up lists: how can you help? Sign up sheet, with boxes to tick: name, tick what you can do, e.g. baking, donating raffle prizes, teas/coffees/washing up, running the stall, giving up one evening, willingness to join parent council, helping at a fundraising event might be 30 mins of your time. One meeting per term for parents council. TJ suggests badges be worn.

Table at primary winter fair in November – CL to coordinate Burns Night?

Summer term - Curry and Quiz?

Senior Phase parents evening 2nd November. Parent Council to meet before then.

5. PB to see if calendar can be put on website for parents to access.

6. AOB: none.

7. Date for next meeting:

Tuesday 10th October 2023

