

Fettercairn Parent Council

Minutes of AGM 2012

Date: Thursday 6th June 2013

Location: School library, Fettercairn School

Prepared by: Sheila Cunningham

Present: Ian Clarke, Emma Smith, Judith Marshall, Lisa Gibbons-Wood, Arlene Dickson, Allan Dickson, Sheila Cunningham, Mo Middleton.

Apologies: Rev Catherine Hepburn, Sarah Davidson, Karen McAviney, Leslie Adamson.

Item	Action
Welcome	
Minutes from the 2012 AGM were approved by Ian and Mo.	
Elections	
<p><u>Election of Office Bearers</u> Chairperson: Emma was elected (nominated by Sheila, seconded by Mo). Vice-Chair: Mo was elected (nominated by Sheila, seconded by Lisa). Treasurer: Karen does not want to continue. Judith was elected (nominated by Mo, seconded by Allan). Secretary: Sheila is leaving. No-one volunteered to take this role. Sheila will email all parents to ask for volunteers. In the meantime, Ian will take notes during meetings and Arlene will prepare fliers and posters when required.</p>	Sheila – email for volunteers
Reports	
<p><u>Chairperson's Report</u> Emma summarised last year's activities (see Chairperson's report).</p> <p><u>Treasurer's Report</u> Judith reported that we currently have a healthy balance of £3100. This does not include Allan's sponsorship and Bags2School money, but money for school buses has still to be paid.</p>	

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Item	Action
Old Business	
<p><u>Fundraising</u></p> <p>1. Sponsored Walk Ian has arranged for four Mearns pupils to help out. Letters and sponsorship forms have been sent home. The nursery will be on the same walk so we will all leave together at 1.30pm. The shop has a large supply of ice lollies so the children will have a choice when they come to the shop.</p> <p>2. Party Night Options for charging stall-holders were discussed. It was agreed to ask Party Consultants to donate their usual party host fee (usually a percentage of profits). Other sellers will be asked to donate a reasonable raffle prize instead. Sheila will prepare a letter to that effect to be sent to stallholders. Arlene will prepare fliers and posters (to be printed or emailed to Ian before the summer break). Ian will arrange for posters to be displayed in Mearns and check whether we can advertise in the local press.</p> <p>Everyone will be asked to bring wine and nibbles to share on the night.</p> <p>To raise money, we will sell up to 100 numbered squares for £5 each to people (in advance and on the night). Winning squares will be drawn half-way through the night, and three winners will receive £50, £25, and £25 in vouchers to spend at the stalls. Allan will print a master copy of numbers. This will be passed round parents when term starts and kept in the shop over the first weekend of term to sell extra squares and further advertise the event. Remaining numbers can also be sold on the night.</p> <p>An extra organisation meeting will be held at 2pm on Wednesday 21st August in the school library.</p>	<p>Sheila: letters</p> <p>Arlene: posters and fliers</p> <p>Ian: advertise</p> <p>Everyone: bring refreshments</p> <p>Allan: print master sheet.</p> <p>Emma: take sheet to shop</p>
<p><u>Teaching Staff</u></p> <p>The probationer teacher has been appointed so she should be in contact soon. The plan for next year is to have the probationer teaching P4-7 four days per week, with Ian taking the class one day per week. Mrs Smith will take the P1-3 class three days per week with Ian taking the remaining two days.</p>	
<p><u>Sports Day</u></p> <p>Tea and coffee will be provided from the FPC cupboard. Mo will bring milk. The plan of offering the children a fruit snack was discussed, but it was decided that this was unnecessary - they will be asked to bring their own snack as normal instead.</p>	

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Item	Action
AOCB	
<p><u>Funding requests</u></p> <p>Ian requested funding for buses for the two class trips (at £195 and £160) and £150 to pay for Mr Bug. All agreed.</p> <p>We already agreed to pay £700 bill for the P4-7 swimming lesson buses. Ian confirmed that he has requested costs for the school to repeat the swimming lesson block next year.</p> <p>Arlene commented that Auchenblae school offer a different system for swimming lessons, with the children going after school on a Friday (funded by parents). Ian and Arlene will get more details on this.</p>	<p>Ian/Arlene – look into swimming lessons</p>
Important dates	
<p><u>Parent Council meeting</u></p> <p>It was agreed to try some afternoon meetings next year to try to encourage different parents to be able to attend. If this is successful, meetings could alternate between afternoons and evenings.</p> <p>The next meeting will be Tuesday 3rd September at 1.30pm, followed by a coffee afternoon at 2.30pm.</p>	
<p><u>Up-coming dates:</u></p> <ul style="list-style-type: none"> - Wednesday 21st August: Party Night organisation meeting (2pm) - Saturday 31st August: Party Night (7pm) - Tuesday 3rd September: FPC meeting (1.30pm) Coffee afternoon (2.30pm) 	