

## **MPiP AGM AGENDA Monday 21<sup>st</sup> September**

**ATTENDANCE** – Ruth Scott, Helena Mckerron, Elaine Yeats, Rebecca McLennan, Joanne Lord, Lesley Buchan, Hazel Fraser, Carol Harper, Jane Brown, Alastair Beaton, Leah McKinnon

**APOLOGIES** – Donna Sim, Julie Farquhar, Katrina McCartney

### **MINUTES OF PREVIOUS MEETING – AMENDMENTS**

Minutes approved with no amendments

### **REPORT FROM CHAIR**

It has been another very successful year for MPiP. A summary of our main events are as follows.

In September 2014 Spree Books raised £555.00. Many thanks to Elaine Yeats who introduced and continues to lead this fundraiser.

In October 2014 MPiP registered with [easyfundraising.org.uk](http://easyfundraising.org.uk). To date our cause page has 56 members and has raised £366.03. Many thanks to everyone who has registered with the site and continues to support us. This is a great way to raise money for charities, schools, sports clubs, community groups, and other good causes just by shopping online. You don't pay anything extra and there are over 2700 participating retailers. I would encourage other to check out our cause page and consider signing up to same.

Cauliflower Cards raised £709. A big thanks to Lynn Paterson and Wendy Probert who coordinated this successful and popular annual fundraiser.

In November 2014 the Christmas Fair raised an amazing £2974.17. Many thanks to Elaine Yeats who led this, our main annual fundraiser and to all of the people who helped out with donations, raffle prizes, set up and on the day.

In December 2014 School classes had their Christmas parties with some snacks provided by MPiP.

In March 2015 our first Boden Shopping Event raised £541.98. This event was suggested by Alastair Beaton and led by myself, Elaine Yeats and Lisa Edward. Many thanks to everyone who attended, assisted at or baked for this event.

In May 2015 Elaine Yeats suggested that the funds raised from the large Rag Bank collection be donated to the Unicef Nepal Earthquake Fund to help children who had been affected by this disaster. This raised £220.00 for a very worthwhile cause.

In June 2015 Donna Sim and I attended the Nursery and P1 induction sessions during which refreshments were served and a short talk was delivered about the role of MPiP within the school. Parents were also invited to sign up to the MPiP mailing list.

We held our 2015 Summer Picnic which was led by myself. I would like to say a big thank you to everyone who attended and to all of the volunteers who helped at the event.

In September 2015 the annual sum raised by the Rag Bank was £1137.60. Many thanks to Elaine Yeats who introduced and continues to lead this fundraiser.

In the past year money raised by MPiP has been used to fund many things some of which are:

- \* French Dictionary leaving gifts for P7.
- \* P6 and P7 homework diaries.
- \* Annual £500.00 allowance to buy books for the school library.
- \* Subscription to Education City.
- \* A £200.00 per class bus/trip allowance.
- \* Summer Picnic.
- \* Refreshments for Sports Day.
- \* Class purse/allowance to be spent on resources for classrooms.
- \* Annual Theatre production, two shows and two workshops which this year was Charlotte's Web.
- \* An annual £100.00 contribution to the School Football Team.
- \* Cosmic Dome for three P5 and P6 classes.
- \* Mrs Bremner's gardening class.

\* Smartboard speakers throughout the school.

Fundraising remains a priority for MPiP. The minimum amount required to pay for our annual commitments is approximately £6000 each year. If this target is not met then sponsorship of the above items would no longer be possible.

The success of MPiP is dependent on the support and involvement of the entire School community and I would like to thank all of the MPiP members, parents and families that have given their time and support.

Many thanks to Meldrum Primary School's Management Team, Teaching, Administrative and Janitorial Staff for their continued support, commitment and hard work.

Many thanks to my fellow Council Members and MPiP Group Reps for their contribution and hard work.

Finally I would like to thank Elaine Yeats who will be stepping down as our Fundraising Coordinator this year.

Elaine has been actively involved with the school and Committee for many years now and has often been the brains behind or assisted with our most successful fundraisers. She took ownership of the Christmas Fair for the previous two years during which record sums were raised and alongside that continues to work in the school library and organise the refreshments for Sports Day.

Elaine intends to remain involved with the Committee as a General Member and will continue to oversee the Spree Book and Rag Bank fundraisers. Her continued support of and contribution to the School has been vast and for that I would like to express our special thanks and appreciation.

## **SCHOOL REPORT**

As always at this time of the year we're in the process of finalising our Standards and Quality Report and this Head Teacher Report is very much focussed on reviewing the progress we have made as a school during 2014.15 and sharing with you our direction and priorities for this session ahead.

Last session, our Improvement Plan, like that of so many schools, was very much driven by Authority priorities:

1. Active Literacy
2. Curriculum Development
3. Attainment and Achievement
4. The introduction of the Scottish Government's 600 hours of Early Years Childcare

In addition we had a fifth major focus, that of school building resources – planning for a projected increasing roll from August 2015, addressing grounds work on the school site and Authority-driven resourcing of a sensory room and accessible toilet to support the development of our Enhanced Provision.

In preparing our Standards and Quality Report we draw upon our established self-evaluation procedures – the comments, feedback and suggestions of all children, parents and staff (teaching and non-teaching) – both on what we have achieved over the year and how we can continue to improve as a school and learning community in the year ahead. Prior to finalising our Report, our evidence, data and evaluations are shared and discussed with our Quality Improvement Officer for validity.

- Despite the significant staffing issues we faced last session, our improvement targets have mostly been achieved over the last twelve months. Active Literacy approaches are now embedded in P1-3 classes and there was a successful roll-out of Active Literacy in P4-7, where we focussed on approaches to Spelling, Reading and Writing. All teaching staff undertook a range of training in Visible Learning and Co-operative Learning approaches which sought to 'up skill' all teachers to ensure motivation and consistent pupil engagement in their learning and engaging teaching approaches. In Nursery we successfully introduced the new 600 hours Early Years Childcare with its implications for increased staffing and the longer Nursery day (from 2 ½ hours to 3 hours and 10 minutes per session). The move to online electronic pupil profiles was successfully completed and received positively by parents. In our Curriculum developments, our new Science Programme of Study is now complete and being implemented across all classes this session, PE resourcing has been undertaken and a new Programme of Study for R&ME should be complete by Christmas. Work is still to be completed on Third Level planning for upper stages children and our revised Target Setting Booklets. We aim to have both of these priorities completed in the term ahead.
- Our evaluations for the five core Quality Improvement indicators for the school in 2014.15 are:

Improvements in Performance (inc Attainment): Satisfactory

The Quality of Learners' Experiences: Very Good

The Curriculum: Good

Meeting the Needs of Learners: Good

Improvement through Self Evaluation: Good

Building on our work and progress from 2014.15, stakeholder feedback, and Scottish Government/Aberdeenshire priorities, our school Improvement Plan priorities for the year ahead are as follows:

#### '1+2 Languages programme'

- audit current capacity across the school
- planning timescales for implementation
- upskilling and resourcing

#### Restorative Practice

- restorative approaches in the wider context
- developing a restorative school ethos
- using restorative approaches when relationships break down
- policy update

#### Curriculum

- Implementation of Science Programme of Study
- Curriculum Rationale, National Expectations and Authority Curriculum Frameworks
- Supporting the introduction of the Maths Curriculum Framework (Cluster support and training programme led by Hazel Fraser)
- Revised Pupil Reporting process and introduction of improved Pupil Target Setting process

#### Nursery

All work focused around the new Nursery Team model:

- curriculum delivery
- planning
- profiling
- assessment and reporting

### **REPORT FROM TREASURER**

Accounts have been independently reviewed and approved.

A very positive year for MPiP as we finished the year with £4773.69 in the bank. The main fundraising events were the Xmas Fayre, Rag Bag and the Cauliflower Cards. There have been many other smaller fundraising activities and we are grateful to all the people who have got involved.

On the expense side, we had a one off payment for Speakers for classroom smart boards £3073.20

Again provided the classes with an allowance of £2.50 per child to pay for classroom incidentals at a cost of £1144.14

School trips for P1 to P6 totalled £2747.75

Theatre Production with 2 shows cost £1100.00

Proposed budget for the upcoming year – the recent Spree Book fundraiser raised £385, with some still outstanding.

The income side show the potential revenue from the main fundraising events MPiP are planning to organise this year. These are “pessimists” figures and it is hoped that these amounts will be easily surpassed. School Trips

- Each class is to be allowed 1 trip only within the £200 budget

- This will this year include an allowance for P7's

- Unused funds to be returned to main MPiP funds - Funds can be used for buses and/or entry fees - Funds can be used for guest speakers or other educational experience coming to the school - Even if two classes share an event, both their allowance will be considered as used - Teachers are encouraged not to leave trips until last term and to please organise trips when the opportunity arises to ensure all classes benefit

Theatre Production Due to the increase in the number of children and the size of the room we have agreed to pay for two shows of the theatre production to make sure all children enjoy the experience. The cost of one show is £795 and having the two shows on the same day is £1,495 with two workshops included.

Education City We have been given 3 options this year, with the cost split over 2 payments. We need to decide on which package we are going to take, by 30th September as there will be an increase in cost after this date

Option 1 £1629.50 exc. VAT.

Option 2 £2700 exc. VAT.

Included choose from Computing or Spanish FREE for ONE YEAR. This would give a saving off £753

Option 3 £3800 exc. VAT

Included choose from Computing or Spanish FREE for TWO YEARS. This would give a saving off £1476.50 Education Allowance This will replace the teachers allowance £2.50 per head £1117.50.

Mr Beaton will have charge of the use of these fund. Guidance on how these funds are to be spent are as previous years. We do need all receipts and unspent monies to be returned to MPIP by 17th June

Football Miss Harper and Craig Buchan/ Willie Beattie will have a budget of £100 which was agreed by committee last term. We have to keep in mind that if other sporting clubs are created MPIP would have to provide equivalent support. School Playground Equipment

We agreed last term to replace playground equipment. We are still awaiting a final cost for this, due to new Aberdeenshire Council payment system. The total cost will not exceed £350.

Library Books

Last year the £500 book allowance of £500 was not used. So far this year we have spent £219.88.

Sports Day

MPIP supplies water and snacks budget is £160

Janitors Gift

The support that MPIP receives from the Janitor is fantastic so we have included this in the budget now of £20

## **APPOINTMENT OF COMMITTEE MEMBERS**

Chair – Leah McKinnon (proposed EY, seconded HM)

Vice Chair – To be confirmed

Secretary – Ruth Scott (proposed LM, seconded HM)

Vice Secretary – Kathryn Michie (proposed LM, seconded EY)

Treasurer – Helena McKerron (proposed LM, seconded EY)

Vice Treasurer – Lesley Buchan (proposed LM, seconded EY)

Fundraising Coordinator – To be confirmed

Group Reps - Donna Sim

Julie Farquhar

Andrea Forbes

Jane Nicholl

Melania Walker

Joanne Evans

Kathryn Rintoul

At least 3 more group reps are required to ensure that the whole school is represented.

General Members – Rebecca McLennan, Joanne Lord, Elaine Yeats.

### **CALENDAR OF EVENTS FOR THE YEAR AHEAD**

Parent Council Meeting - Tuesday 10/11/2015

Halloween Disco - Friday 30/10/2015

Christmas Fair - Saturday 28/11/2015

Parent Council Meeting - Wednesday 13/01/2016

Parent Council Meeting - Monday 08/02/2016

Parent Council Meeting - Tuesday 15/03/2016

Boden Shopping Event - Date to be confirmed



Parent Council Meeting - Wednesday 18/05/2016

Parent Council Meeting - Monday 20/06/2016

MPiP Summer Picnic - Date to be confirmed

Parent Council Meeting - Tuesday 06/09/2016

AGM 2016 - Wednesday 21/09/2016

**Next Meeting Tuesday 10<sup>th</sup> November, 7pm, School Staff Room**