**Balmuildy Primary School Parent Council Minutes**

**Wednesday 31st January 2024 at Turnbull High School.**

*The wider parent forum was invited to attend via an email invite from the school office and via a Facebook post & event to those members of the private Balmuildy PC FB group* [*https://facebook.com/groups/balmuildypc/*](https://facebook.com/groups/balmuildypc/)

Marieanne (Chair) welcomed everyone to this 1st meeting of 2024 and confirmed tonight was the AGM instead of the planned November AGM meeting. There were insufficient PC members in attendance in November.

**Present**: Lorna Kenney (Head Teacher), Carol Jarman (Depute Head Teacher), Cllr Gordan Low (Councillor), Marieanne Macleod (Chair), Stephanie Fowler (Vice Chair), Ashraf Abdelagasbar, Heather Glass, Susan Anderson, Melodie Crumlin, Hazel Fisher.

**Apologies** Kelly O’Neill (Clerk)

**Agenda**:

1. AGM
2. Head Teacher update
3. AOB

1. **AGM**

**Parent Council Annual Report 2022/23**

Marieanne (Chair) shared the 2022/23 annual report which covers September 2022 to September 2023. The report was reviewed by attendees and summary items noted are:

* The structure of the PC in 2022/23
	+ made up of 12 parents and 1 co-opted member.
	+ Local councillors have played an active part.
	+ 4 members left the parent council.
* Key items completed by the PC in 22/23 are noted in the annual report.
* All relevant PC documents are now available on the school website. MCrumlin noted that the improved communication of PC outputs has been welcomed.

The annual report was accepted at the meeting. Proposed by MCrumlin and 2nd by HGlass. **The annual report 2022/23 will be available on the school website in due course.** [**http://www.balmuildy.e-dunbarton.sch.uk/parents-info/parent-council/**](http://www.balmuildy.e-dunbarton.sch.uk/parents-info/parent-council/)

**Election of office bearers**

It was proposed that the PC’s current office bearers will continue until the next AGM (autumn 2024). Proposed by M Crumlin, 2nd by HFisher. Office bearers can all be contacted at balmuildy\_pc@outlook.com and are:

* Chairperson: Marieanne Macleod
* Vice Chairperson: Stephanie Fowler
* Clerk: Kelly O'Neill

**General**

Improving PC membership - PC members considered how to engage new members to the PC. It was agreed communications will be made on SeeSaw in addition to existing comms channels. A table depicting the available representation per year group will also be provided to show where gaps exist. **ACTION for PC**

1. **Head Teacher update**:

**New build** – The project is still going ahead as planned. The head teacher attended several workshops to provide input to decisions on external areas, parking, and interior design. Reps from education, architect, construction contractors (Morgan Sindall) are involved in these workshops. The new build team has been very interested in making the space suitable for our learners. Morgan Sindall has engaged with the children to understand what the children want to learn during the build. Morgan Sindall is also keen to make an inter-generational project as part of the build. Upper school P6/7 may focus on sustainability and career paths available in construction. P4/5 maybe look at the development of the construction industry and how buildings are built now compared to construction in the past. P1/2/3 may look at the outdoors and build bug boxes, bird tables and incorporate these into the outdoor areas. The main aim is to make the children curious about the build going on around the school. Cllr Low noted that the planning application will be going to planning board at the end of March 2024. Any issues from neighbours will have been captured in the feedback from the planning application. Further engagement with staff and parents is expected but no dates for this are confirmed.

**Pupil lead groups** – ready to apply for bronze award.

**The Reading committee** – the school is going for the reading schools award. Class library areas have been refreshed following survey feedback from staff, pupils etc on seesaw. Survey feedback has also helped the reading committee to determine the type of genres and fiction/non-fiction books to be added to the school. In the new build there may be library areas that are shared by several classes. A Seesaw request went out to parents/carers requesting donations of books. Classes have been visiting the local library and pupils had the opportunity to register for a library card. Bishopbriggs library staff have praised the behaviour of pupils when visiting the library. **Homework books** – some new titles have been introduced across the school.

**House captains, Eco Council** – still working as normal.

**Sexual Health and Religious Education (SHRE) –** the material will be changing this year and the Head Teacher will be seeking feedback from parents. Miss Kenny (HT) will invite parents to a parent meeting in spring. Lessons will be delivered to pupils in May/June. The material is fact based. Other schools have shared the information with parents, and this has been positively received. Parents will receive the materials for lessons as in previous years.

**Head teacher retirement** – Miss Kenny announced she is retiring at the end of the summer term in June. Parents will be contacted on 1st Feb 24 with this information. The Chair of the PC, MMacLeod, will be contacted by Greg Bremner, Chief Education Officer, to support the recruitment of the new Head Teacher. After 13 years at Balmuildy PS we thank Miss Kenny for everything she has done for the school and wish her a very happy retirement.

1. **AOB**

**P7 school trip** – the PTA is supporting the school with fundraising to help with the cost of the P7 school trip. This is expected to continue every year for each P7 year group.

Meeting dates for the 23/24 school year:

* Wed 6th Sept 23
* Tues 7th Nov 23 ~~AGM~~
* Wed 31st Jan 24 AGM moved as insufficient PC members present in Nov.
* Tues 5th March 24
* Wed 17th April 24
* Tues 28th May 24