

# AGM MINUTES



**Date:** Monday 11<sup>th</sup> September 2023  
**Location:** Teams  
**Time:** 6.30pm  
**Subject:** Parent Council Annual General Meeting

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## In attendance:

**Staff:** Lorraine Donnelly AHT Hilary Roddick Jill Donald

**Parents:** Lyndsey Saunders (Chair) Louise Thompson (Vice Chair) Angela McGhee (Clerk)  
Catherine Paterson  
Heather Dickson  
Louise Thompson  
Asha Kahlon  
Joyce Thomson  
Nicola Scott  
Nic McColm  
Laura Kennedy  
Maureen Matheson  
Josyln Currie  
Emma Donaldson  
David Munn  
Shirley Anne Brightman  
Justine Currie  
Jennifer McDonald

**Apologies:** Emma Henderson Josyln Currie Diana Dundas  
Lindsey McDiarmid Jill Penman

## 1. Welcome

Lyndsey Saunders, Chair, welcomed old and new members. Thanked everyone for attendance and for responding to the email looking for PC members.

## 2. Chair Report

Chair advised that there is a 2-year tenure for Chair and Vice Chair and Year group reps are re-elected yearly. The Chair and Vice Chair were newly elected last year. There are 6 PC meetings in school year and the Chair also represents the PC at key EDC and National meetings. The Chair is consulted on S.I.P, parent's evenings, report cards and is involved in discussions on models of learning and homework.

Chair advised the PC intentions for 2023 including recruitment of the new HT, greater visibility at school events and the homework subcommittee continuing the work to ascertain the future of homework at LM.

Chair asked if everyone has read through the June meeting minutes sent and, as per PC guidelines, asked for two witnesses to confirm they were accurate, Maureen and Louise attested to this.

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Chair also asked for agreement to adopt the new constitution and all agreed to this.

### 3. Office Bearer Elections

Committee members and year group representatives are appointed at the AGM and as such have voting rights, should any motion require a vote. In practice however, votes are seldom needed. Nominations for all positions were gathered prior to this meeting via email to the PC chair and the results agreed by all attendees including a return to 2 reps per year group. The new Clerk has been agreed and all documentation relating to that role has been sent to the Chair. The Parent Council members are:

**Chair – Lyndsey Saunders**

**Vice-Chair – Louise Thompson**

**Clerk – Shirley Anne Brightman**

Year Group Reps:

|                 |                                     |
|-----------------|-------------------------------------|
| P7              | Lindsey McDiarmid & Louise Thompson |
| P6              | Diana Dundas & Joslyn Currie        |
| P5              | Jill Penman & Maureen Matheson      |
| P4              | Nicola Scott & Joyce Thomson        |
| P3              | Catherine Paterson & Emma Henderson |
| P2              | Laura Kennedy & Jennifer MacDonald  |
| P1              | Heather Dickson & David Munn        |
| Co-opted Member | Asha Kahlon                         |

The role of the Rep is to gather feedback and questions from their year group to bring to the Parent Council. All Office Bearer positions were uncontested and agreed by all attendees.

### 4. Head Teachers Report

#### **Staffing**

Lorraine Donnelly started by welcoming PC and introducing herself as AHT until such times as the role has been filled.

She also by advising that, as per previous correspondence, P5B teachers are Megan Burke Mon-Wed and Amanda Bowman Thurs & Fri

*JMcD asks if this is a permanent class teacher change*  
AHT advises that there are no further planned changes.

#### **Standards & Quality**

Sheona Allen went through this at previous PC meetings. All reports have now been fully approved and agreed and are on the school website for parents to view.

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## Wellbeing

AHT advises that the school will not be using the council wellbeing tracker as we don't feel it gives+ results quickly enough to be able to act on. Termly wellbeing checks are currently done and this works much better for the school.

## Meet the Teacher

AHT wanted to note how wonderful the House Captains and Vice-Captains were at the Meet the Teacher evening – they were a credit to the school. AHT felt the evening was a success with a lovely atmosphere but was seeking feedback from the PC.

*LT said that she had come very late to the evening but that out of 2 of her 3 children's classes the teachers were not in class which wasn't great so, although she was still able to look around the class, she missed the presentation and any chance to "meet the teacher".*

AHT said she would look into this but did note that they were aware there was a large queue of parents outside so teachers were just having to start the sessions on time despite people potentially still queuing. This is something we would look to try and resolve for next year.

*JMcD said she found the evening really good but felt the presentation from the teacher should be shorter as was quite difficult to try and subdue two children during it.*

Clerk notes that at previous Meet the Teacher evenings it was suggested that children were not present if at all possible to avoid any such issues. AHT said that they understand it isn't possible for some parents to come without children and so they had actually set up an area in the dining hall with staff supervision so that parents could leave children there.

*SB said how impressed she was with the Campsie House Captain who was so helpful. SB felt the presentation in P1C was actually quite short and would have been good to have a bit more detail.*

\*AHT has since provided this feedback to the staff and advised that staff should try and remain in their own classrooms until the very end of the evening\*

## P2 Questions

AHT has had some prior queries from P2 so asks JD to answer these.

*P2 parents had voiced some concerns about why P2 children now had tables and chairs in class when the play curriculum suggests no tables.*

JD advises that we have now reverted back to pre-covid play with lots of free moving facilities and working together across the year group. In the past there were no chairs and it was all play based, but P2 do have more written work and handwriting and this is difficult to do without seats or desks so having them facilitates longer periods of time being used in a constructive way.

*Bug Club – some unhappy parents in P2 who want real books*

JD advises that there are multiple reasons why school uses Bug Club:

- Bug club offers so many more options for book choice

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- Bug club offers parent prompts and an online guide of how to support their child with reading skills and lots of discussion points for parents to do with their children
- Teachers are able to see what children are actually doing at home which better enables them to identify the children who need more encouragement or support
- Children do use physical reading books in class but would often not remember to bring the book back in when it needed to then be worked on in class
- We do not always have full sets of the same physical book;
- Books were often not returned and the school cannot afford to replace these
- It is repetitive to do the same books in class and at home. The school has always encouraged parents to enjoy books together and select books which interest their individual children to go alongside 'reading homework'

*General questions asked about which year groups use bug club and when...*

HR advises the upper school are working on different reading skills and how these transfer into other areas. P5-7 will also be doing a novel study. We will try and get some clarity on when/if each year group uses bug club, potentially P1 will start using it from December, but the teachers will advise if/when this is happening.

*Photograph Consents – why can parents not just ask for Teams only - very unfair*

AHT advises that the photo consent forms are council wide and cannot just be altered by us. Teams is classed as an external website therefore if you have selected 'NO' on this part of the form, your child will not have their photograph on teams. This has been flagged to the council and we have requested for the form to be reviewed however this is not something we can simply change. All parents who had overwritten on the form to say that they wanted their child on Teams but not on external websites were contacted by the school office to clarify what they wanted.

## **AOB**

*LT asks what has happened to the fruit break in P2*

JD advises that this has been stopped as school felt it was putting added pressure on parents who can't afford to do this. We have to be mindful of singling out children who may not be able to afford to participate.

*LT asked about committees – her P7 is keen to participate in a book committee if one is being started.*

HR advised that committees up to P6 are done and they are just waiting on the Health Committee being set and then they are going to recruit for a book committee.

*JT asks about the menu and the food in general as has had feedback a few times about there not being enough food served and it is often cold*

AHT said that there is a regulated temperature food has to be served above and this is monitored by the kitchen but she will have a check to make sure children who are at the end of the queue aren't missing out. There is a wider issue in the school with children changing their minds about what they have ordered between morning ordering and actually picking their lunch up so this does make it

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slightly more difficult to ensure the kitchen has made enough of everything. We also have a lot of children with specific dietary requirements so we have set up new procedures to ensure those children do get exactly what they ordered in the morning.

**Meeting brought to a close and next meeting arranged for Monday 30<sup>th</sup> October**