



Boroughmuir High School Parent Council

Minutes of Parent Council Annual General Meeting 11th Sept 2019

Attended by:

Kate Morris (KM) (Chair)
 Ellen Langdon (EL) (Minutes)
 David Dempster (DD) (Head Teacher)

Scott Arthur
 Marion Bourbouze
 Scott Davis
 Kay Douglas
 Will Howell
 Roksan Hur
 Miriam Jackson
 Dawn MacNeil
 Margaret Ries
 Avril Mahon Roberts
 Sarah Moran
 Alison MacSween
 Cavanya Adapala

Apologies:

Neil Ross
 Merav Gardi
 Liz Roebuck

Topic	Action
<p><u>1.2.Approval of the Minutes from the Previous AGM.</u></p> <p>Minutes approved</p> <p><u>3.4. Matters Arising From The Minutes</u></p> <p>No matters arising</p> <p><u>5. Welcome and Introduction from the Chair</u> <i>Kate Morris presented</i></p> <p>Introduction from the Chair. KM emphasised the parent council's purpose to provide a voice for parents and for the school. That the hard work the parent council has done and is doing, helps to achieve a stronger school. This is achieved through the subgroups, namely; the curriculum, new schools, sports, communications and fundraising groups. Recognition was given to all who have worked hard to make the parent council effective.</p> <p><u>6. Treasurers Reports</u> <i>Dawn MacNeill presented.</i></p> <p>It was noted that the Social & Fundraising Group's fund-raised income and expenditure, is identified separately from funding and costs of running the Parent Council, although all of it is within a single PC bank account. In line with City of Edinburgh Council financial year (and as requested by CEC guidance), the accounts cover the period 01.04.18-31.03.19, not the academic year. Parent Council (PC) income, from council funding, ENGAGE events, fundraising initiatives</p>	

and the Pop-up party, amounted to £5,422.21. Expenditure, including the PC's running costs, fundraising events, the Pop-Up party and other events, amounted to £4,556.48. All proceeds of £1,828.88 from the Pop-up party were paid to Friends of Boroughmuir Trust in line with prior agreement. Also included in both income and expenditure was the proceeds of the Quiz Night of £531.28 which was paid to the school for S6 pupils, as they ran the event, going towards the S6 prom costs. Grants of £3,308 were awarded to the school in June 2018 following the usual annual bid process from teachers. A deficit for the financial year of £2,242.27 was offset against the positive balance of funds available at the start of the year of £5,620.56, leaving an overall positive balance at the end of the year of £3,178.29. This balance is split as follows: PC Running Costs funds £1,570.92 and Social & Fundraising Funds £1,607.37. As this report is only to 31 March 2019 it does not include funding which has come in from subsequent initiatives including the wine tasting at the end of May and council funds due in August. nor any costs since April. Donations are also yet to be made for the 2019 bids received from the school which will use up all of the Social & Fundraising balance.

7. Subgroup Reports

A. New School Subgroup *Scott Davis Presented*

Boatels - The council's planning decision to reject the Boatels has been appealed. The parent council has submitted comments challenging the appeal by the 6 September deadline.

School parking spaces - The head teacher explained the difficulties of the carparking. He gave the example of a Health and Wellbeing Fair when the school had to pay for visitors parking at Fountainpark for those attending. The hope is that a new piece of land will be secured to increase spaces.

Safety – Issues being worked on include: pupils crossing at Viewforth Bridge, work on the school extension, disabled spaces and signage, and finding a safer pick up place for buses to Meggetland. The next subgroup meeting is in October, please get in touch with Scott Davis if you would like to attend.

B. Curriculum subgroup *Kay Douglas Presented.*

Five new members. The group reviews national results, literacy and numeracy. The group also sources speakers for the parent council. Each group member represents each secondary year group. The group requires an s1 parent volunteer to come forward. If you are interested, please contact Kay Douglas.

A comment was made that a repeat of a previous overview of national 5s, Highers and Advanced Highers by Mr Dempster would be helpful at a future parent council meeting. Mr Dempster said an overview is on the website and will be updated in 10 days from the Scottish Government following which it will be available on the head teacher's newsletter. Mr Dempster may present on this at a future meeting as part of the head teachers report.

C. Sport – *Roksan Hur Presented.*

It was explained that the role is still being determined and could involve being a contact for parents running clubs for information and funding needs. Roksan will meet with the former subgroup leader Ross to understand the parameters of the role.

D. Social & Fundraising – *Nasira Rauf-Bradley presented*

A report on the group by Merav Gardi will be circulated. Several events have been successfully organised including the wine tasting evening. Bids for funding from School Departments and Extra-Curricular Clubs were received at the end of the academic year. The requests amounted to more than was available in the Parent Council Fundraising pot, however the Friends of Boroughmuir Trust generously agreed to make up the shortfall - thanks and recognition were given to the Trustees. The key challenge for the group is having enough volunteers to help at events including the next one, a wine tasting event in October. Raffle ticket fundraising will continue at winter events. A request for raffle prize donations from parent's businesses was made.

E. ENGAGE – *Margaret Reis presented.*

The group runs three events a year. The last event attracted 50 people, an increase on previous meetings. The group takes a multi-pronged communications approach through guidance teachers, Facebook and email. The group sources 15 speakers a year so members would welcome any suggestions or volunteers from the parent community.

8. Communications – *Marion Bourbouze presented*

Emails for all the subgroups is planned to be set up. Following a request, Mr Dempster said the school's domain name can't be used due to the connection with employee numbers. A gmail email address was suggested could be used rather than purchasing domain names.

9. Elections – *Kate Morris, Chair*

All new members of the parent council were elected. Due to multiple new members joining the parent council, rather than individually, all new members were collectively proposed by Kate Morris and seconded by Ellen Langdon. Kate Morris and Ellen Langdon were both proposed by Marion Bourbouze and seconded by Will Howell. The vote was carried. Elected members are as follows:

Chair	Kate Morris
Vice Chair	Gareth Clegg
Treasurer	Dawn McNeil
Secretary	Ellen Langdon
New School Subgroup Leader	Scott Davis
Curriculum Subgroup Leader	Kay Douglas
Sports Subgroup Leader	Roksan Hur
Social & Fundraising Subgroup Leader	Merav Gardi
Engage Forum Co-ordinator	Margaret Ries
Communications Subgroup Leader	Marion Bourbouze

10. Ideas/suggestions *Kate Morris, Chair*

Groups of three discussed views on what the parent council should focus on in the coming year. Ideas included:

- A. Use Google docs to share pc documents
- B. Organise S1/S2 socials to encourage integration
- C. PC could connect with feeder schools in P7 - deliver talks to feeder school PCs in the summer.
- D. Can more than one family member receive admin@boroughmuir messages?

<p>E. Encourage meeting participants to bring a friend to the next meeting. Less formal spacing/seating at pc meetings</p> <p>F. Can S6 have Wifi access to use during study periods?</p> <p>G. Could the school get temporary permits for parking in pay and display bays on Bainfield Drive?</p>	
<p>Dates of 2019/20 meetings at 6.30pm in the dual teaching space:</p> <ul style="list-style-type: none">6 November22 January18 March22 April20 May 2020 at 6.30pm.	