

PPG AGM MEETING MINUTE

Rothienorman Primary School

Thursday 5th September 2024

In attendance

Cheryl Henderson	Lyndsey-Anne Prue	Arlene Cheyne	Paul Rooke
Michelle Strachan	Mel Dundas	Wendy Harris	Sarah West
Fiona Mortimer	Kate Murray	Laura Geals	Cllr Alastair Forsyth
Cllr Iain Taylor	Joanne Kinghorn	Cllr Anne Stirling	Sarah Malone

Item	Description	Actions
1	Welcome Cheryl welcomed everyone to the meeting and expressed thanks for attending.	
2	Apologies Cuca Santa-Maria Lindsay Mann Elizabeth Maclver Laura Thomson Yvonne Craigmile Rachel Nicol	
3	Previous AGM minutes – review and acceptance Agreed by Cheryl Confirmed by Lyndsey	
4	Chair report As per attached.	
5	Treasurer report As per attached.	
6	Headteacher Report As per attached.	

Item	Description	Actions
7	<p>Office Bearers</p> <p>Due to other commitments Arlene has chosen to step down as secretary.</p> <p>Other office bearers sought re-election and were re-elected. Laura nominated Cheryl and Lyndsey-Anne. Re-election confirmed as Chair and Co-Chair. Wendy re-elected as Treasurer</p> <p>Secretary role remains vacant. Options to be explored by time of next PPG meeting.</p> <p>AOCB</p> <p><u>Learning Journals</u></p> <p>A parent raised a query regarding the consistency of use across the school as she has children in two year groups, one has had a lot of uploads on Learning Journals since the start of term whilst one has had none. Staff spoke about Learning Journals at their recent in-service day and staff meeting regarding consistent use and these discussions are on-going.</p> <p>Spelling will be shared weekly via Learning Journals for parents who wish to support with this at home.</p> <p>A parent referenced that children can use an individual QR code to upload their own work. Mrs Strachan will look into this further.</p> <p><u>Reading at home</u></p> <p>All children should take part in reading within school and each child will regularly receive a taught reading book to read at home to support their learning in class. Parents support with this at home is greatly appreciated.</p> <p>Paul suggested that specific information could be sent to parents regarding reading so everyone is clear on what is expected. This could be broken down to expectations of each age and stage. Those present agreed this would be of benefit to assist parents. Mrs Strahan will look to do this.</p> <p><u>Homework</u></p> <p>In line with previous years children may be asked to undertake research at home for pieces of work they are working on – researching project topics etc.</p> <p>If parents are keen to support with learning there are options available from home – sumdog and top marks were discussed as an example and these can be accessed from home.</p> <p><u>Grants</u></p> <p>We are very lucky to benefit from many grant applications that Laura Geals sources and applies for. We have been lucky to receive some grants and we often need to provide feedback on these and outline how the children benefited. Some of this is outstanding and will be actioned as soon as possible. £500 was recently received to go towards this years Christmas Pantomime. Laura will coordinate outstanding information and Cheryl will put together a recording for further distribution.</p> <p>Grant schemes are opening up for applications and there was discussion regarding what we could apply to and what for. Laura to circulate a list of what is available and outline any funding restrictions so there can be further discussion regarding what the school could benefit from.</p>	<p>MS</p> <p>MS</p> <p>MS</p> <p>CH/LG/School</p> <p>LG/Committee</p>

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	<p>There was discussion regarding applying for support with swimming lessons for P5/6 as there is the possibility of securing funds towards transport costs which would greatly reduce the cost of lessons to children. PPG had explored costs last year with the help of Mrs McKenzie in the Office and this will be reviewed in the hope that swimming lessons could commence in Term 4 if grants were awarded.</p> <p>Some grants may be suitable for the upcoming P7 trip. Committee agreed that parents could apply for these but they do so are parents with our blessing and any success/learning can then be shared with future P7 parents should they wish to explore funding options for their year group.</p>	LG/Committee /School
	<p><u>Loch Inch</u></p>	
	<p>Last years P7 class are awaiting refunds. This is actively being worked on and information will be sent out regarding this as soon as possible to parents.</p>	MS
	<p>Mrs Strachan has reached out to Loch Inch and is awaiting quotes for current P7's for their residential trip. She hopes to meet with parents later this term or very early next term to provide more information on this. At this stage 5 or 6 other schools are interested in joining and a trip could comprise 76 children.</p>	
	<p><u>Football</u></p>	
	<p>A parent asked if football was allowed at lunchtime as this had been stopped previously. Mrs Strachan and Mrs Murray advised that there is no ban on football and children can play football if they wish. There will be periods of lunchtime where the astro is available to younger children.</p>	
	<p><u>Christmas</u></p>	
	<p>School staff are hoping to host a Christmas show in mid December and are currently discussing this.</p>	
	<p>PPG plan to arrange a hamper raffle as they have done previously.</p>	Office bearers
	<p>There was discussion regarding Santa visiting the children. Santa who helped out last year was a big hit with the children. There was discussion about Santa coming to school once this Christmas as it was hard to take Santa away from his busy schedule to visit each party. It was agreed that this would work well for school staff too.</p>	Office bearers
	<p>Christmas crackers to be provided for Christmas lunch.</p>	Office bearers
	<p>PPG to gift money to each class for Christmas crafts.</p>	Office bearers
	<p>PPG has historically gifted a book to each child on behalf of Santa at their Christmas party. Books are selected by class teachers. There was discussion about pooling the money spent on books to instead buy items for their classroom – card games, board games etc. PPG very keen to support with this if School feel this would be beneficial</p>	Office bearers/ School
	<p><u>Future fundraising plans</u></p>	
	<ul style="list-style-type: none"> • Halloween/fancy dress disco Thursday 7th November. 	Office bearers
	<p>Disco to continue on same format as last shorts and shades disco. More tattoos and glow sticks to be available.</p>	
	<ul style="list-style-type: none"> • Wreath making 	LAP
	<p>Options to be explored to run a wreath making event at the end of November.</p>	
	<ul style="list-style-type: none"> • Cauliflower cards in progress and designs to be submitted by 4th October. 	JK/School
	<p><u>Wish list</u></p>	

Item	Description	Actions
	<p>Due to the success of PPG fundraising there was discussion about spending some of this money. School do have a grant application in progress for purchasing of ELS for the upper stages as this is their biggest whole school priority at present. PEF funding was used to purchase their scheme for P1 and 2. Mrs Strachan had requested a quote and will share this with PPG Chairs for further discussion should the grant application not be successful. It is anticipated that it is quite costly and supporting this may not leave money available for spending on other things although a new year of fundraising will commence soon.</p> <p><u>Rothienorman Primary School</u></p> <p>Paul Rooke attended tonight's meeting in his capacity as QIM. A shuffle within Education has meant that Paul is temporarily supporting networks in South Aberdeenshire but he will continue to support the school where he can.</p> <p>Paul thanked the PPG for all their hard work and support. He referenced that this support is not always evident in other schools and Rothie are lucky to have such a supportive PPG. This was referenced too by Cllr Stirling and Cllr Forsyth.</p> <p>Paul discussed that schools across Aberdeenshire are all working hard to respond to challenges as and when they arise and balancing the needs of all learners with the resources available and he is confident that the school team are working well to respond to these challenges.</p> <p><u>Future PPG meetings – 6.30pm start</u></p> <p>21st November 2024</p> <p>23rd January 2025</p> <p>13th March 2025</p> <p>29th May 2025</p>	<p>MS/CH/LAP</p>