

# FRIENDS OF CULTERCULLEN SCHOOL MEETING

Room R112, Meldrum Academy

Monday 4<sup>th</sup> November 2019 from 6:15pm to 7:30pm

**Present:** Susan Watt (Chairperson), Jane Brebner (Secretary), Judith McKenzie (Treasurer), Alison Gagne (Head Teacher), Nicole Scott (Acting Head Teacher), Kirsty Kemp, Mike Whyment, Vikki Janetta, Mae Campbell, Marie Gilpin & Cllr Andrew Hassan.

**Apologies:** Shona Gray, Nicky Strachan, Rhonda Robson, Amber Reaper, Jenny Fyall, Samantha McGregor, Helen MacPherson, Gemma Laing, Rhona Marr, Lynsey Duthie, Lynsey Ayton, Joy Davies, Erin Dickson, Gayle McCombie, Lynsey MacAlister, Megan Hicks & Emma Garrow.

## 1. Welcome and apologies:

Susan Watt welcomed everyone to the meeting. Apologies were received.

## 2. Minutes of meeting on 2<sup>nd</sup> September 2019

Minutes were approved. Susan Watt thanked Jane Brebner for the minutes.

## 3. Matters Arising:

**Susan Watt confirmed the following:**

- Update on amalgamating the two FOCS accounts and on proposed moving to online banking and procedures - Judith McKenzie has now completed the merging of the two accounts and moving to online banking of the one account and will update at the next meeting.
- Update on utilising Formartine Football Club minibus for school trips – This has now been ruled out due to issues arising regarding the insurance cover for pupils, staff and parents when travelling on the vehicle for school trips.
- Update on setting up Amazon Smile as a fundraiser - Jane Brebner updated the meeting to say that we need to be a charity to take advantage of the Amazon smile fundraising, would we investigate doing this?
- FOCS What's App now been set up and information will be issued through this channel, along with emails.

## 4. Chairperson's Report:

**Susan Watt** confirmed the following:

- Aberdeenshire Council has confirmed the annual funding of **£276.15** but no date has yet been provided for payment., which is normally around February.
- Aberdeenshire Council are providing various events/workshops for parents to attend and participate, including providing information on the operation of Parent Councils (documents attached to FOCS email). These include meetings on the role of Chairperson, Treasurer and Secretary, coupled with events on various topics such as social media and communication, which parents are encouraged to attend. These will be issued out to parents throughout the year when they are received. It was confirmed that a workshop was set up at Cultercullen School through FOCS around 5 years ago, providing helpful information on the operation of Parent Councils.
- Annual Insurance for FOCS events will be provided by Aberdeenshire Council through Connect. However, various events such as the sponsored bike ride, bouncy castles etc will still require to be risked assessed and information provided to Connect for confirmation that the event is sufficiently covered by insurance as previously done.
- Bags-to-school pick up is on 7 November 2019.

## 5. Treasurer's Report:

- **Judith McKenzie** confirmed the balances of the following accounts:

### FOC Fundraising Account:

Opening Balance	£2,810.49
Income	+ £3565,04

Balance	£6,375.53
Expenditure	<u>-£3,856.27</u>
Closing Balance	<b><u>£2,519.26</u></b>

- Susan Watt confirmed that the below had been previously agreed at FOCS meeting and still to be funded. It was raised that funding of unpaid tickets may be higher than expected.

<b>COST</b>	<b>AGREED FUNDING</b>
£180	Museum and Gallery trip for P5-7
£400	Santa presents and party food
£225 + unpaid tickets	Transport to Panto
£300	2 x 2 hours Curling lesson and transport (term 3) for P5-7
£150	£50 for each classroom to purchase board games/ resources
£75	£25 x 3 for each classroom for Apple vouchers
£ -	Education City and Sumdog
<b>TOTAL COST</b>	<b>£1330 + unpaid tickets and Education City/Sumdog</b>

- **Marie Gilpin** gave an update confirming the balance of the following account: Cultercullen Football Team **£562.57**(as of 04/11/2019)
- Marie confirmed that new Football training tops are currently being purchased for the team, which has kindly been sponsored by Mark Kemp's company, Forty-Two Studio and will be the property of Cultercullen Football Club, so they can be reused each year. They are also looking at new equipment over the coming months.
- Thanks, was expressed to Mark Kemp and it was welcomed that the tops will be reused.
- Susan Watt thanked Judith McKenzie and Marie Gilpin

## 6. Head Teacher Report (Mrs. Gagne):

- As part of the Improvement Plan, all classrooms will participate in weekly outside learning, with Muddy Monday (P3-4), Welly Wednesday (P1-2) and Fresh Air Friday (P5-7), along with the Eco Group.
- English + 1 foreign language will be introduced into Primary Schools in August 2020, which will be in conjunction with Meldrum Academy to ensure continuity between the two schools. Spanish is being considered as an option.
- Visible Learning was discussed looking at various topics and the impact on the children, through attention and marking.
- All Groups continue to be very active, with Eco Group working towards the Green Flag, with an assessment at the end of the year, coupled with undertaking assemblies, meetings and organising a litter pick on a beach. Information will be issued nearer the time for volunteers to help at the litter pick. Learning Council are organising a survey, in conjunction with job award and Community Councils. Rota Kids have filled a fantastic 50 + boxes for Romania children for Christmas. Right Respecting are currently working hard towards a Fair-Trade award.
- Planned school trips to Gordon Highlander Museum for P5-7 to tie in with their classwork. Science Centre trip for P3-7 at a cost of £3.75 per child, which was agreed that parents would fund. P1-2 class trip to the Science Centre at £3.75 per child, which was agreed would be wholly funded by FOCS. No transport costs were required to the Science Centre as this is funded by the facility itself.

## 7. Fundraising

- Susan Watt confirmed the following at the meeting:
  - Beetle Drive will take place on **Friday 22 November** at Cultercullen School from 6pm to 8pm, in which there will be 8 Beetle Drive games, a main raffle, children quizzes, snatch raffle, and hot/cold drinks along with fantastic home baking donated by parents. There are currently around 50 people attending. Emails and What's App

will be issued to parents prior to the Beetle Drive, providing information of the event. Thanks, was expressed to everyone involved in the event.

**ACTION: Susan Watt and Jane Brebner to issue information out to parents.**

- Bags-to-School (7 November 2019 & 20 May 2020)
- Spree books raised £105.
- All my own work - Emma Garrow is currently undertaking this, and an update will be provided on the funds raised.
- Judith McKenzie confirmed that a Bag Pack request has been sent to Tesco for next year as no dates available prior Christmas and will provide an update at next meeting. It was raised again the importance for parents to participate to ensure full potential of the event to raise funds.
- Spring Fayre and raffles will be in May 2020 - to be confirmed.

### **Laptops**

- Susan Watt confirmed that from previous discussions with the Head Teachers and parents, it was agreed to purchase 2 laptops this school year. However, following the recent Windows 10 Update undertaken by Aberdeenshire Council's ICT department, which resulted in a higher than expected loss of various classroom devices, as they are no longer compatible, additional laptops are now more urgently required for classroom learning.
- Following further discussions at the meeting, including investigating various options, purchasing alternative devices such as chrome books and ICT funding at other Council's, it was agreed that the HT's would put forward a bid to the Hill of Fiddes Turbine committee for 10 laptops (10 x £455 per laptop), with match funding from FOCS, which had to be submitted by 6 November 2019. Also, a bid for 1 laptop (1 x £455) to Udney Community Trust Wind, which does not require match funding, to be submitted by 20 November 2019.

**ACTION: Mrs Gagne and Mrs Scott to put forward a bid. Susan Watt to confirm the match funding from FOCS. Update to be provided at next meeting.**

### **8. AOB**

- The annual mum's Afternoon Tea will take place on **Saturday 30<sup>th</sup> November 2019**. Email and What's App will be sent out to all parents with confirmed details.

**ACTION: Jane Brebner to email and What's App all parents**

### **9. Date of Next Meeting:**

- The next meeting will take place on **Monday 10<sup>th</sup> February 2019** at Meldrum Academy from **6:15pm**. Following discussions, it was agreed again to have the meeting in Meldrum Academy whilst football training is undertaken at the Academy.

The list of future FOCS meetings for 2019/2020 school year are listed below:

27 April 2020 (Cultercullen School)

22 June 2020 (Cultercullen School) - AGM