

Minutes of the Annual General Meeting of Bruntsfield Parent Council 8 October 2024

1. Introduction

- a. The chair welcomed all attendees and noted that a quorum of 16 PC members had been reached as there were 16 current PC members present.
- b. The minutes of the 2023 AGM were approved.

2. Election of the Parent Council (PC)

- a. The Chair summarised the function of the PC and the vacant positions and the process for electing the PC members for the next academic year.
- b. After consideration of the Office Bearer and Co-opted roles it was determined that there would be 17 positions available for regular members to bring the council membership up to the maximum 20.
- c. The following regular members were proposed and confirmed are as follows:
 - i. Anneka Fraser
 - ii. Anna Doherty (School Uniform)
 - iii. Jerome Veyret

3. Election of Office Bearers

The following office bearers and co-opted roles were proposed and seconded and duly elected by the meeting:

- a. Chair – Jay Feeney
- b. Vice Chair – Aravind Vewugopalan
- c. Secretary – Marilena Papadopoulou
- d. Treasurer – Catriona Penny
- e. Communications: Email & Newsletter – Annabelle Lewis
- f. Communications: Website – Tracy Rose
- g. Communications: Facebook – Moria McQueen
- h. Clubs Group Rep - Stefan Santjer
- i. Playground Improvement Group Rep – Ana Mirret
- j. Sustainability Group Rep – Elma Charalampidou
- k. Active Travel Group Rep – Artur Bocian
- l. Events Group Rep – Ros Claase
- m. ASL Group Rep – Dan Gerrard
- n. International Group Rep – Lina Marin
- o. St Oswald's Group Rep - Hamish Mattheson
- p. Fundraising Group Rep – Vacant role
- q. Class Rep Co-ordinator - Ali McCalum

4. Accounts

- a. The Chair confirms that the accounts are still being audited and are not ready for release at the AGM. These will be communicated once finalized.
- b. The Events Treasurer and the Clubs Treasurer highlighted that the audit is work in progress and will be finalised in the coming weeks.
- c. The Chair confirmed that the school will aim to submit any funding applications prior to the next AGM that will be discussed for approval. Funding applications cannot be approved until accounts audits have been completed.

5. Chair's Report

- a. The Chair thanks the Parent Forum for their continued support.
- b. The Chair highlighted the a restructure the PC roles to make them more sustainable and share the workload. Multiple working groups have been developed and each working group will have a representative in the PC to provide updates and vote. Office Bearers will also support these working groups when required.
- c. The Chair noted the success of multiple events organised by the Events Team and thanked the Team and the Parent Forum volunteers for the support. More on the annual events program will be announced in the next PC regular meeting.
- d. The PC, particularly HM was pivotal in delivering a deputation to the Council regarding proposed education cuts which we achieved a great result in stopping the Council's plan. However there potential for future cuts is still there and the parent community is urged to sign the relevant petition and keep this topic up in the Council's agenda as the cuts will impact every child and the teachers.

6. Constitution

- a. Two amendments to the Constitution were proposed.
- b. First amendment: Amendment to Section 5(b): Office Bearers of the Parent Council.

Current Text:

"The office bearers of the PC shall be:

Chair,
Vice Chair (optional),
Secretary,
Treasurer,
Clubs Organiser."

Proposed Change:

"The office bearers of the PC shall be:

Chair,
Vice Chair (optional),
Secretary,

Treasurer.

- c. Second amendment: Additional Text to Section 7(a): Formation of Working Groups.

"A Clubs Working Group shall be established to oversee the organisation and management of clubs. The Clubs Working Group will include a co-opted representative, known as the Clubs Coordinator, who will liaise between the working group and the Parent Council. This role will no longer be part of the office bearers but a co-opted position within the working group structure."

There being no other business the AGM closed.