

ST MODAN'S HIGH SCHOOL
PARENT TEACHER PARTNERSHIP

Date: Wednesday 26th August 2026
St Modan's High School

Attendees - Mrs Friel (Headteacher), C Malcolm (Chair), S Lammie (Vice Chair), Mrs Pert (Depute Headteacher), Mr Sharif (Teacher), Mrs Warkington (Teacher), M Dawson (Secretary), T Anderson (Treasurer), M Hegedus, K Cech

Apologies - AM Rough, AH de Vries, E Fitzpatrick, Barbara McCormick (Church Rep)

Agenda

- Welcome and School Prayer
- Approval of previous AGM minutes
- Chairperson's Report
- Treasurer's Report
- Headteacher's Report
- AOCB

Welcome and School Prayer

Mrs Friel welcomed everyone to the meeting and led the group in the St Modan's Prayer.

Approval of previous minutes

Previous AGM report no requests to change, add or amend; therefore, report remains as presented on 25th August 2025.

Chairperson's Report

Matters arising

Final update with regards to the Placing Request from August 2026.

- This is now updated to reflect the unique position of St Modans and pupils attending a Catholic Primary School should be given priority over Distance – for Placing Requests

Bus Update/Challenges

- Bus company have been out to the school and witnessed some of the challenges
- Parental Awareness to contact both Council and Bus Company with complaints.

Changes to constitution approved at Meeting on 25th August 2025 and now in place. The Constitution requires to be retyped/formatted and shared.

Changes to constitution are

- **2.1 The membership of St Modan's PTP shall comprise ten parent members representing parents of all pupils attending the school across our 3 local authority areas.**

This has been changed for 7 members to 10 parent members. The rationale for this is to increase PTP numbers is to ensure we have increased involvement, increased roles and a greater balance of year groups being represented.

- **2.2 The PTP shall also be entitled to co-opt as members of the PTP for a maximum of two years.**

3. Office Bearers & Terms of Office

- **3.1 Parent Members of the PTP will be selected for a term of two years, or for the period (if shorter) during which they are eligible for membership of the Parent Forum. If still eligible for the membership of the PTP at the end of their period of membership, a Parent Member will be entitled to put themselves forward for re-selection.**

This has been changed to "parent members of the PTP will be selected for a term of TWO YEARS, or for a specified period during which they are eligible for memberships of the Parent Forum....." This also reflects co-opted members and office bearers serving the same term, keeping 2.2 and 3.1 aligned.

ADDITION TO PTP CONSTITUTION IS A FUNDRAISING SUBGROUP

A fundraising subgroup named “Parent Pupil Teacher Partnership Group” will support PTP fundraising activities within the school and cover tuck shops, raffles, events. This will specifically support the leadership role of S5/S6. It will have DofE volunteers, other young people interested in fundraising, marketing and promotion. The purpose of this group is to allow for agenda items to be fully discussed and explored at PTP meetings, reinstating “what is happening in our school” agenda items enabling departments to share their initiatives i.e. Mental Health, Eco, RRSA, Equity etc.

Report

The Parent Teacher Partnership is a group of parents who represent the views of all parents and carers of pupils at St. Modan’s High School (the Parent Forum) and work in partnership with school staff and the local authority to achieve the best for all pupils. Having a PTP allows the collective view of the Parent Forum to be represented on matters such as the quality and standards of education at the school and other matters of interest. The PTP was grateful for the support of Mrs Friel (Head Teacher), Mrs Pert (Depute Head Teacher) and Mr Sharif (Teacher) who have attended meetings and given reports and input.

Community remains a focus for our PTP, and we continue to offer a variety of ways for parental involvement in St Modans High School. We have seen an increase in opportunities for parents and carers coming into the school with larger scale meetings and in person parents’ evenings, concerts, family learning and information events.

We held a number of our PTP meetings in person and online and we have agreed unanimously that we will continue with the hybrid approach to our PTP meetings in future which enables wider access for our parent forum to attend.

We also recognise parental involvement can be ‘one-off support’ for example with a particular fundraising event, or supporting the young people’s fun day in June, and we encourage and welcome parents and carers to do what they can to help.

We have worked hard to offer opportunities for Fundraising and to support many school initiatives that benefit our young people. We are concerned that a number of regular PTP parents will be leaving St Modans in April 2027 as their child leaves school, so it is imperative that new members and volunteers offer their time to support the school.

COMMUNICATION WITH STAFF AND INPUT INTO SCHOOL RECOVERY AND IMPROVEMENT PLAN

Communicating with staff and passing on concerns and feedback from the Parent Forum continues to be a primary focus for the Parent Teacher Partnership. This included Support for families; Parents' Evenings, tracking reports and communication with parents on curricular structure and options; Evidence gathering and SQA plans for exams; Mental Health and Wellbeing; Vaping; Uniform; Transport; DofE; Placing Requests; 90th Birthday Celebrations; School Trips.

This session we worked hard to ensure that those young people who were sitting Higher English and Higher HFT were not disadvantaged with the scheduling of the SQA Exam Diet. The Chair worked hard and did not give up, raising the complaint to a Stage 2 Level, utilising media and Scottish Government Officials to put pressure on the SQA to ensure they reviewed the diet considering the learners needs and offering fairness across all SQA subjects. The Exam Diet was reviewed due to the number of concerns raised nationally and the exam dates were changed in Dec 2025. It is important to recognize that Parental Voices can make changes.

COMMUNICATION WITH THE PARENT FORUM

The Parent Teacher Partnership Facebook group is a closed group, and we would like to draw attention to the time parents on the PTP give to using this as a means of communication. It is not a school Facebook group, instead it is run by parents for parents/carers. We request if your child is no longer attending St Modans that they join the "I went to St Modans" Facebook page and allow this page for current pupils' parents and carers.

We would also like to note that any derogatory or abusive comments will lead to your post not being accepted, and all posts require to be approved unless you are an Admin. This keeps our group safe and respectful.

We are a small group of parents with other commitments, so if there is something that urgently needs answering or discussing, then please contact the school office who will be able to help you or signpost you.

Communication with parents is increasing through the school newsletter (sent by text), through text messages and school events (if PTP available).

In terms of improving communication, there will be the intention to have updates in the school newsletter.

SCHOOL ACTIVITIES

The number of parents/carers we have on the PTP has decreased, we have been busy, but it is a small core number of parents/carers doing this work, and as mentioned above, these parents will be leaving the school in April 2027. The Chair offers her thanks to everyone for their contribution to making the PTP as inclusive and welcoming

as possible and extends an invitation to all of our parent forum to get involved. The more support we have, the more we can do for our young people.

We have been busy doing the following:

- Parents Evenings and Family Engagement events.
- Actively working to promote pupil equity - with second hand uniform collections, Royal Stuart Ball Clothing and support from local organisations.
- Supporting our School Pantry.
- Supporting Equity through Peak Passes.
- Fundraising through Prize Bingo Night, Tuck shops, Crowdfunder.
- School Lottery.
- Mental Health Groups led by parents.
- Supporting Robotics Club within SMHS
- Involving Parents in the S6 Leavers Event.
- School Class Christmas Doors Staff Competition
- Placement Request Work with Stirling Council
- Bus Challenges
- HMle Visits
- Supporting Football Strips for the Girls Football Teams
- Paying for the Sports Awards Evening
- Supporting Equity within DofE
- Supporting Families through working with Tricia Keeley

SUBGROUPS

There have been a number of School Improvement Groups which the Parent Teacher Partnership Members have been keen to be involved in. These groups underpin the direction of our school, and it is important that input from parents is sought through meetings/emails/telephone calls.

We thank everyone for their continued and valued support, and we endeavour to ensure that parental voices are included throughout the year and during meetings.

FUNDRAISING

- Tuck Shops
 - Tuck shops were held at evening events of Christmas Concert and Dance Show.
- Prize Bingo Night
 - The Prize Bingo Night was held at Banknock Community Hall, and we thank them for their contribution towards the evening. It was a great fundraiser, and we depend on the generosity of the wider school community to help these events be a success.

- Lottery
 - St Modans PTP Lotto runs monthly, £1 per number. Drawn quarterly. 50% of money raised goes to the prize fund, 1st, 2nd and 3rd Prize.
 - As of April, we will be sending the prize money via Bank Transfer so we will request you send us bank details to deposit your winnings.
- Easyfundraising
 - This is set up but there is little activity due to lack of advertising/promotion. Focus for 2026 onwards
- Online Crowdfunder
 - The crowdfunder has been a great success and is easier for parents/carers who cannot attend events to be involved.
 - Crowdfunders for celebrating success was well supported and we thank the office for sending out the text messages sharing our fundraiser, to staff for sharing it within the school and to everyone who paid into it.

ENGAGEMENT WITH OTHER PARENT COUNCILS AND NATIONAL GROUPS

We continue to reinforce year on year the uniqueness of our school (covering 3 council areas and having a wider demographic than other local high schools).

We have attended Stirling Council wide Parent Forum events and shared the views of our parent forum.

We complete questionnaires and online surveys in relation to Catholic Education in Scotland.

We continue to work with the school on their priorities and are involved in the development of new priorities.

Moving forward into 2026 and beyond, as a PTP we are committed to supporting the school with their priorities. We will continue to develop collaborative ways of working between parents/carers and staff and support the implementation of ideas within the many groups which exist within the school and our local communities.

The PTP needs new members, particularly those parents whose children are at the start of their secondary schooling and will have a longer association ahead of them.

Everyone on the PTP brings something different and something useful to make it work, so please do not think you have nothing to offer. If you are interested in finding out what is going on in your school, or would like to volunteer to help at events, or you have ideas for fundraising, I would urge you to please come along to the main meetings (highlighted on the school calendar) or get in touch via the school office who will forward the email to the PTP chair.

There are always ways to get involved and we would be delighted to get to know you.

FUNDRAISING

- Tuck Shops
 - Tuck shops were held at evening events of Christmas Concert (£150 included a tuck shop before Christmas in school for leftovers) and Dance Show (£90)
- Prize Bingo
 - Prize Bingo was held in Banknock Community Centre in September 2025. It was a brilliant evening and fabulous fundraiser. Whilst it was not well attended by current parents and carers at the school, the support from the Community and staff members Mrs Pert and Mrs Smith was greatly appreciated. We thank Arleen Henderson for paying for the Hall Hire and Parent Helpers for their support. Total Income was £1067 and outgoings was £253.68 and this included tea/coffee/biscuits and the purchase of prizes as donations were not enough to run a prize bingo. **Profit of £813.52**
- Lottery
 - St Modans PTP Lotto runs monthly, £1 per number. Drawn quarterly. 50% of money raised goes to the prize fund, 1st, 2nd and 3rd Prize. Cheques sent to the winners. This year we have transferred winnings to lotto winners, and this is proving much easier to keep track of, as well as ensuring cheques are not having to pass through the office and not burdening them with posting/finding addresses for current and former parents. We have fluctuating numbers between £131 and £145 coming in from the Lottery.
 - The plan was for a focus to be on the Lotto but given the limited numbers of parent helpers for events, this has become too difficult to manage, so it is in the newsletter and wording needs to change to “if you would like to take part then please email” Hopefully, S6 may be able to help this year to get the numbers up, however it will need to be managed longer term internally.
- Easyfundraising
 - This is set up but there is little activity due to lack of advertising/promotion. Focus for 2024 onwards
- Online Crowdfunder

The annual 12 Days of Christmas Raffle did not take place this year due to a lack of Donations, despite numerous requests there was nothing that we could make hampers with, therefore a decision was made to cancel it.

The Funday Crowdfunder was a successful event where we raised a total (after fees) of **£1529.77**. Given this money was raised specifically for

Celebrating Success' Funday, it has been agreed within the PTP and Mrs McGeehan that this will be ring-fenced for 2027 Funday. (£270.70 Funday Drinks + 292.90 Funday Sweets +239.90 Funday Drinks/Sweets = Total £803.52 leaving **£726.25 for Funday 2027**) We also donated £1000 to this but this figure is ringfenced for sweets and treats for the young people as per the fundraising requests.

Treasurer's Report

The St Modan's High School Financial Year for Session 2025/26 has run from August 2025 to July 2026. Theresa Anderson was the treasurer during this time. Eileen Fitzpatrick and Clare Malcolm, (Chairperson) remain as signatories on the bank account and whilst it was agreed that we would set up Online Banking then add Theresa Anderson on as a signatory, this has been difficult for Theresa Anderson to access the APP as it can only have one person on it. Despite the to-ing and fro-ing with the bank and attempts to add Theresa Anderson on, it has proven difficult and given this is a voluntary role, it was decided for completeness that Clare Malcolm has remained in charge of the APP and transfers and keeping Eileen Fitzpatrick on as a signatory with a view to removing Clare Malcolm in Session 2026/27. This can only be done once we have new committee members. Propose that Clare Malcolm and Theresa Anderson engage in a conversation as to what this looks like for St Modans HS PTP going forward and potentially add a Teacher Rep as the access to the account for future if there are no willing Parents/Carers to take up future Committee Roles. This will need to be checked, and the Constitution amended accordingly.

The bank account had telephone banking only from August 2025 until January 2025 and has now had Online Banking thereafter. (This reflects the missing bank details on the report whilst we collate all bank statements in the one place/person)

This document sets out the Treasurer's Annual statement of accounts.

The main bank account for transactions is HSBC and the name of the account is St Modan's Parent Teacher Partnership. The account currently has two signatories to write a cheque. Cheques have been checked against accounts and there is nothing outstanding to be cashed.

The treasurer, on behalf of St Modan's PTP keeps a full record of all income and expenditure.

These accounts have been reviewed by the Chairperson.

OVERVIEW OF THE SESSION 2025/26

There has been a focus on fundraising for Celebrating Success through the crowdfunding page in May/June 2026 and little fundraising due to a lack of donations and support to organise events. The Crowdfunder was well supported from many different parents and offering a Cash Prize (we have a Lotto Licence) was easy and did not need to depend upon Donations

The Lottery numbers continued to dwindle however we have a few new parents joining and staff as well, which is encouraging as we have supported many departments within the school this year and this has been as a result of a continued stream of income that the Lotto brings.

We have between £131 and £145 coming in per month; however, we do expect to see this number drop as many parents have now left. Therefore, we will endeavour to increase Lotto participants.

It is important to note that we are finding that payment of prizes is easier through Bank Transfer and we need to ensure we have a contact number for Parents/Carers with lotto numbers so they can be contacted and bank details requested if they are lucky enough to win. Also, we need to ensure they are aware of this, and it is not a scam.

Points to note;

- We did not work closely with the Computing Dept last year as suggested in our previous minutes of the AGM, and so, we will aim to get them to help us develop an easy-to-use programme/tracking sheet with details of those in the lotto/payments received.
- Succession Planning is now in place, so this will need to be a priority for this session.

SUMMARY FOR 2025/26

OPENING FUNDS 2nd AUGUST 2025 £3147.28

CLOSING FUNDS 2nd JULY 2026 £2240.01

Date	Opening	Closing	IN	OUT
2 nd August 2025	£3,147.28	£3,261.28	£131	£17
September 2025	£3,261.28	£3,351.88	£279	£188.40
October 2025	£3,351.88	£3,242.80	£254.08	£145
November 2025	£3,242.80	£3,255.80	£13	£0
December 2025	£3,255.80	£3,504.80	£249	£0
January 2026	£3,504.80	£2,407.35	£137	£1,234.45
February 2026	£2,407.35	£2,543.55	£137	£0.80
March 2026	£2,543.55	£2,045.91	£137	£634.64
April 2026	£2,045.91	£1,701.25	£1,355.34	£1,700
May 2026	£1,701.25	£1,558.85	£143	£285.40
June 2026	£1,558.85	£1,439.85	£131	£250
July 2026	£1,439.85	£2,240.01	£1,750.74	£950.61

1. FUNDS RAISED

DATE	EVENT	INCOME	EXPENDITURE
September 2025	Prize Bingo Night	£1067	£253.68
December 2025	Christmas Show Tuck Shop	£154.34 (this includes a in school tuck shop)	£122.70
June 2026	Crowdfunder for Funday	£1,529.77	£225 Prize Money (£100, £75, £50)
June 2025	Dance Show Tuck Shop	£90	£164.90
All Year	Lotto	£1,625	£855 (June, July and August to come out)
		£4,466.11 total	£1,621.28
OVERALL FUNDS RAISED £2,844.83			

SCHOOL CONTRIBUTIONS AND DONATIONS

DONATION (REASON)	DEPARTMENT	AMOUNT
Peak Passes	PE/Equity (Mr Lewis)	£530 (This is not an outgoing on income raised, Separate Fund)
Girls Football Club Strips	Mr Johnstone (PE Dept)	£663
Miniature Painting Club	Mr Johnston (Science Dept)	£178.84
Staff Christmas Door Competition	Whole School (Mr Sharif £50, Mr Henry (£25), Miss Muir (£15) and Mrs Madden (£10)	£100
Health and Wellbeing Week	Juniors S1-S3 (Mrs Ramsay)	£500
Celebrating Success Funday	Whole School (Ms Paterson)	£570.81(Treats)
Celebrating Success Activities	Whole School (Ms Paterson)	£1000
Christmas Sweets	All Classes	£228.75
Duke of Edinburgh	Equity (Ms Paterson)	£200
Sports Awards	PE/Whole School (Ms Paterson)	£413.26 (Awards)
Lottery Payments	Winners/Parents	£650
Stirling Council	Lottery License	£40
OVERALL MONIES SPENT £4,544.66	Peak Passes donations comes from PTP Allocation from Stirling Council & School Pays shortfall	

CHARITY

We have made £126.75 charitable donation to families affected by the Coalsnaughton rehoming. We have given the left-over Cans/Crisps and Sweets from Tuck Shops to the Pantry, and we have continued efforts to encourage support for Equity within the school.

We have given £200 to Fund equity for Duke of Edinburgh

RECORD KEEPING

A record of all transactions and receipts are available to review and sample.

All bank statements to be sent to Theresa Anderson.

1. APPOINTMENT OF AN INDEPENDENT EXAMINER

- Someone who will agree to check the accounts going forward. This does not need to be an accountant.

2. APPOINTMENT OF COMMITTEE MEMBERS 2025/26

- Chairperson VACANT
- Vice Chairperson VACANT
- Secretary Maureen Dawson
- Treasurer Theresa Anderson
- Etive House VACANT
- Community Rep 1 Eileen Fitzpatrick
- Community Rep 2 Emer McArthur
- Community Rep 3
- Community Rep 4 Alie Hilda De Vries
- Community Rep 5 Mandy Boyle
- Teacher Rep Mr Sharif
- Church Rep Barbara McCormick
- Head boy and Head girl
 - o 2025/26 – James Kean and Farah Mendez
 - o 2026/27 – Samuel Graham and Ava Finlayson
- PTPP PTPP PUPIL LEAD
 - o 2025/26 – Supported by S6 Council, no named person
 - o 2026/27 – TBC

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April 2026	£2,045.91	£1,701.25	£1,355.34	£1,700
May 2026	£1,701.25	£1,558.85	£143	£285.40
June 2026	£1,558.85	£1,439.85	£131	£250
July 2026	£1,439.85	£2,240.01	£1,750.74	£950.61

August 2025 Outgoings and Income Breakdown

- IN - £131 Lottery Income
- OUT - £17 Total
 - £7 Bank Charges
 - £10 Lottery Winnings (100554)

September 2025 Outgoings and Income Breakdown

- IN - £279
 - £148 - Unpaid Cheque
 - £131 – Lottery Income
- OUT - £188.40
 - £148 Reissued Cheque
 - £40 Stirling Council Lottery License
 - £0.40 Bank Charges

October 2025 Outgoings and Income Breakdown

- IN - £145
 - o £145 Lottery Income
- OUT - £254.08
 - o £76.85 – B&M Bingo
 - o £60.75 – Home Bargains Bingo
 - o £46.73 – Farmfoods Bingo
 - o £34.65 – Sainsbury's Bingo
 - o £21.99 – Aldi's Bingo
 - o £12.71 – B&M Bingo
 - o £0.40 Charges

November 2025 Outgoings and Income Breakdown

- IN - £13
 - o £13 Lotto Income
- OUT - £0

December 2025 Outgoings and Income Breakdown

- IN - £249
 - o £249 Lotto
- OUT - 0

January 2026 Outgoings and Income Breakdown

- IN - £137
 - o £137 Lotto Income
- OUT - £1,234.45
 - o £663 – Girls Football Strips CHQ 100555
 - o £228.75 – Class Christmas Sweets
 - o £122.70 – Tuck for Xmas
 - o £100 – Christmas Doors Prizes
 - o £45 – Lotto Prize (Bank Transfer A Alexander)
 - o £35 – Lotto Prize (Chq 100393)
 - o £20 – Lotto Prize (Chq 100394)
 - o £20 – Lotto Prize (Chq 100385)

February 2026 Outgoings and Income Breakdown

- IN - £137
 - o £137 Lotto Income
- OUT - £0.80
 - o £0.80 Bank Charges

March 2026 Outgoings and Income Breakdown

- IN - £137
 - £137 Lotto Income
- OUT - £634.64
 - £455 Lotto Wins
 - £178.84 Miniature Club
 - £0.80 Bank Charges

April 2026 Outgoings and Income Breakdown

- IN - £1,355.34
 - £1,221.34 Cheque From St Modans Office which included both Bingo Income in Cash, and Christmas In School Tuck Shop
 - £134 Lotto Income
- OUT - £1,700
 - £500 Health and Wellbeing Donation
 - £1000 Celebrating Success Funday
 - £200 Duke of Edinburgh Donation

May 2026 Outgoings and Income Breakdown

- IN - £143
 - £143 Lotto Income
- OUT - £285.40
 - £285 Lotto Winnings
 - £0.40 Bank Charges

June 2026 Outgoings and Income Breakdown

- IN - £131
 - £131 Lotto Income
- OUT - £250
 - £250 Sports Awards (1)

July 2026 Outgoings and Income Breakdown

- IN - £1,750.74
 - £1,522.77 Crowdfunder Funday Income
 - £90 Dance Show Tuck Shop
 - £131 Lotto Income
- OUT - £950.61
 - £270.70 Funday Drinks (Iceland)
 - £164.90 Dance Show Tuck Shop
 - £163.26 Sports Awards (2)
 - £225 Crowdfunder Raffle (£100 D Johnstone, £75 D Robertson, £50 C Tannahill)

- o £75 Gift Cards Primark (Pupils x3)
- o £51.75 Poundland Gift Bags (Pupils x3)

Headteacher's Report

Mrs Friel began her update by recognising the hard work and very positive results for S4 to S6 pupils in the most recent exams - a full update will be given at the next PTP meeting once the school has received the full breakdown from Qualifications Scotland.

Mrs Friel updated the group on staffing changes, including the retirement of Mrs McFarlane from the school office, after an incredible 52 years working with the families of St Modan's! We wish her a happy and healthy retirement.

AOCB

The group discussed succession planning and how to grow the number of families attending meetings - a survey of parents was suggested and C Malcolm will look at pulling together questions to ask how families wish to be involved.

A representative of the Stirling Albion Foundation is meeting with the school to discuss joint working - more information will be shared at future meetings.

There being no further business, Mrs Friel and C Malcolm thanked everyone for their attendance and closed the meeting.

The next meeting will be Wednesday 23rd September 2026, in person at St Modan's.

Maureen Dawson, Secretary to the PTP