

minutes of meeting held on: 11 June 2013

LeithAcademyParent Council

11 June 2013

AGM

In attendance	Initials		In attendance	Initials
Christine Wallis (Chair)	CW		Abdul Waheedbadmus	AW
Diane Anderson (Co-Chair)	DMA		Stefan Alexe	SA
Jackie Beer (Treasurer)	JB		Adriana Alexe	AA
Jack Simpson(Headteacher)	JMS		Angela Mercer(Clerk)	AM
Trisha Emblem	TE		Michelle Whitelaw (S5 Pupil Rep)	MW
Janet Mark	JM		Eilidh Mackay (S5 Pupil Rep)	EM
Ainan Groat	AG		Gordon Munro (Cllr)	GM
Linda McKay	LM		Sheila Ralston (part meeting)	SR
Susan Dougal	SD			
Kirsty Malcolm	KM			

2.

Apologies	Initials	Joan Griffiths (Cllr)	JG
Ann Monaghan	AMon	Chas Booth (Cllr)	CB

Bridget Linton	BL	Deirdre Brock (Cllr)	DB
Maire Johnston	MJ	M Chapman (Cllr)	MC

Minutes	
Angela Mercer(Clerk)	AM

Agenda item	Notes
1	<ol style="list-style-type: none"> 1. Introductions CW opened the meeting and welcomed all in attendance. Introductions were made. JMS introduced Phil Denning from HMIE – see 1st item.
2	<ol style="list-style-type: none"> 1. Apologies noted – as above
3	<ol style="list-style-type: none"> 1. Minutes of the meeting held on 22 April 2013 - were accepted as an accurate record.
4	<p>HMIE</p> <p>Phil Denning offered apologies to the Leith Academy Parent Forum for not informing parents earlier that HMIE was happy to withdraw from the school and the inspection cycle, which started in 2008, is complete. HMIE should have been more explicit with parents re their intentions following the Authority Review in 2010.</p> <p>Education Scotland has recently been restructured and now contains both HMIE and Learning & Teaching Scotland and is now known as the Education Improvement Agency. This new structure is intended to work collaboratively with schools' in development planning.</p>

Phil Denning's role is to oversee all schools in Edinburgh. A wide ranging discussion took place regarding the new system and the effects this will have on schools. Mr Denning offered to attend a meeting in the new session approximately in six months time.

Election of new Chair –CW/DMA having completed 2 years in post therefore resigned from co-chair office bearers. A nomination was received from Trisha Emblem and accepted by the Parent Council. Congratulations to Trisha. CW and DMA will continue to be part of the PC.

Treasurer- Jackie Beer was happy to continue.

Clerk– Angela Mercer is due to go on secondment and therefore is unsure of attending regular meetings but offered to attend the September meeting and hopes a replacement can be found. A replacement is to be sought and an article is to be placed in Leith Links. DMA asked the parent forum to get in touch with possible candidates and informed the group that full training of minute taking can be organised through the CEC.

JMS thanked CW/DMA for their support to the school.

Work-Plan Progress

CW updated the group on the annual work-plan progress to date:

Increasing parent contact

Almost 40 parents have attended meetings over last year, including the AGM, which is encouraging and from a range of school year groups and cultures. This is a clear indication that the mode of communication is working (emails/ text messages).

Improve communication links with the Parent forum

1. LA Website

CW contacted Gordon Cookson (Multi Media Technician) re improving the LA PC website and asked him to make changes regarding the issues raised by the forum to make the website informative and current. He has been asked specifically to add 4 colourful boxes with the following titles on them:

1. Health & well being websites & resources
2. National Parent Forum
3. Parent council minutes and workplans
4. Consultative committee with parents meetings

1. Links with CCwP

DMA attends CCwP meetings and North Neighbourhood Group meetings and by doing so links Leith Academy with wider issues. The CCwP are to take the school meal issue raised by other schools through the North Neighbourhood Group back to the CEC demanding improvements.

1. Speed Careers Event

This should take place sometime in October 2013.

1. Breakfast Café

The PC has donated money to this in the past. SR has applied for funding to run this in the new session. It is hoped SR will have a new group of staff helping the club and volunteers are being sought. The PC offered a £200 donation toward the running of the Café and SR accepted.

Parents comments on work plan:

Budget

- Give a small budget to Pupils Council e.g. £200 to develop ideas
- Agreed to give money towards Breakfast Club and for book tokens

Comments on workplan

- Send out an annual report to parents in plain English, good size font and easy to read and understand.

PC Website

- 1 page sheet explaining curriculum and exams (for parents)
- Info for new parents on website-link to key contacts
- Timetables on website for after school activities. Consider updates on success of clubs.
- A paragraph on how the clubs are getting on e/g. scores in games (link to Leith Links?)
- Use skills of an S5/6 pupil to do website and minutes for PC meetings.

Interpreter

- Inform parents that an interpreter can be arranged for meetings.

Parents sharing work experiences

- Good idea for S4/5 parent careers events with parents sharing skills/work experiences.

7

Headteacher's update:

- Spring Fling – This was a great evening and demonstrated a huge example of talent from LA pupils and was very inspiring.
- Anne Frank Exhibition – This was organised and provided by the Anne Frank Trust and involved 20 S2 pupils. The S2 guides were trained to take groups of pupils, parents and staff though the exhibition. Trish Wilson organised this and it was an enormous success and JMS is very grateful to her. This will continue with the Primary 7 pupils during the Induction visit.
- Procurator Fiscal Competition – Five pupils from LA entered and were up against Boroughmuir and Liberton HS. Unfortunately we lost to Boroughmuir but it was a good effort from LA.
- Maths Magic Morning – This took place on 17th May and involved the Cluster Primary schools.
- Positive Destinations – Follow-up figures for leavers 2012 have just been received and LA was 8th out of 23 City of Edinburgh High schools for finding positive destinations for pupils. Our figures have been sustained from last year (89.4% last year and 93.2% this year). These figures reflect the work that teaching staff and Kay Hannah (Careers Scotland) have played in sourcing positive destinations for LA pupils.
- School Link Officer – Scott Sands (Police Scotland) has a new post and we hope to have a new officer in place by August.
- S1 Benmore Residential – 50 pupils are on this trip now and contact indicates it is going well.
- S3 – S5 Spain Watersports Trip – 30 pupils and staff left in the early hours of Saturday morning (8th June) by coach.
- S6 Work Shadowing - takes place this week and thanks to the hard work of House Heads who have helped secure a placement for all S6 pupils.
- Staffing
 - Five members of staff will retire at the end of the session (2 Teachers and 3 support staff).
 - Adverts have been placed to recruit teaching staff for Art, Drama, PE, History and Modern Languages and it is hoped interviews will take place next week.
 - A member of the PE Department from Castlebrae starts with us in the new session.
 - Carolyn MacCallum(Social Subjects) returns on a phased return following illness.
 - A Mercer leaves LA at the end of the session to take up a Secondment at Waverley Court until 31 March 2014.
- School Budget – this is unknown at the time.
- Community Staffing and Organisational Review – is still being discussed and organised and it is unsure of the impact this will have on LA.

- Summer Community Programme – the school is heavily booked for the whole of the summer period by numerous groups.
- Evening of Celebration – this will take place on 26 June 2013.

A wide ranging discussion took place regarding school trips and the cost of some pupils attending more than one trip per year. JMS will organise a timetable of school residential trips. It is hoped this will assist parents in future planning so that people can choose accordingly and also as trips are expensive an overview of trips will help make informed choices.

JB suggested fundraising could take place for some trips throughout the year.

DA asked for a copy of the City of Edinburgh calendar of Sports/activities during the summer holidays. JMS to forward when he receives.

8

Treasurer's Report:

31/03/2012 Opening Balance £1748.84

Expenditure £664.82 breakdown below. (Please note no clerk payments this year.)

- Breakfast Club £300.00
- PC Refreshments £9.22
- Bar Bill AGM 2011 £15.60
- Book Tokens £100.00
- Banner for PC £240.00

Paid in £1885.24

- Interest £0.84
- Ed Council £722.20
- Ed Council £200.00
- Ed Council £962.20

31/03/2013 Closing Balance £2969.26

Suggestions were sought for future donations/sponsorship.

9	<u>AOCB</u> No other items of competent business
	DMA closed the meeting at 21.15