

minutes of meeting held on: 13 June 2012

LEITHACADEMY SCHOOL COUNCIL

Minutes of Annual General Meeting (AGM) held on 13th June 2012

Present: Diane Anderson, Co-chair (DMA); Christine Wallis, Co-chair & notes (CW); Jack Simpson (JMS); Sheila Ralston (SR), Bridget Linton (BL); Maire Johnston (MJ); Fen Parry (FP)

Apologies received: Jackie Beer, Mellissa Berry, Angela Mercer, Jackie Gleave.

Some of the Councillors have now changed with elections and membership will be updated for next year's meetings. **Action: Angela Mercer**

Agenda

1. Welcome & introductions

CW welcomed everyone to the AGM meeting and noted apologies (due to the Olympic torch in Edinburgh). Fen was welcomed to her first meeting.

1. Minutes of previous meeting (held on 24th April 2012)

DMA updated that she was still keen to get some suggestions to update the quiz and hopefully use this as a fundraising initiative by the end of the year.

Action: Diane to get back to group to finalise

Flowers yet to be bought for Sue Cook following Diversity events in the school.

Minutes accepted as accurate. Agreed that a PDF of minutes is best option for sending.

1. Head teachers Report

JMS gave an overview of some of the recent events in the school and community:

1. The budget for 2012/13 has been very tight but no further reductions. Concern that number of pupils next year if too low has potential for losing staff if not achieving target of 901
2. There have been number of vacancies and recruitment in place which has taken a significant amount of time with interviewing
3. Brief discussion on Management structure in school: 1PT Guidance for 300 pupils
4. Positive publicity from Health Behaviour of Scottish Children (HBSC) where some pupils were interviewed
5. Visit by some pupils to Scottish Parliament re anti-smoking lobby
6. S2 football team won league - well done to them
7. Following from the Headteachers visit to China the school is delighted that a Classroom hub and teacher for teaching of Mandarin is to be based at Leith Academy serving the

whole of Edinburgh. The school also currently offers after- school and lunchtime education in Mandarin but will greatly benefit from the new proposal.

8. Parents and pupils have just been send details re the changes to the school day and morning registration which JMS thinks will be positive change
9. There was a 27% higher presentation of S5 at exams this year and may be in part due to pupils staying on due to lack of employment prospects
10. On a sad and respectful note JMS advised group that a fundraising event through a) a non-school uniform day and b) through a boat race based at Ocean Terminal harbour in memory of Mr Jim Wylie is being organised. His preferred charity was RNLI (Royal National Lifeboat Institute)

1. Constitution

CW distributed copies of the Constitution (currently on the school website) and suggested amendments to this which included:

1. **No 3:** Omit that a ‘maximum of 10 parents’ should constitute Council membership. Meeting agreed that we do not want to cap membership and this can be addressed if the issue arises.
2. **No 4:** Omit rest of paragraph after ‘Any parents of a child at the school can volunteer to be a member of the Council’. Add parents/**carers**. The Council is ideally made up of membership of all year groups.

Keep 2nd paragraph.

1. **No 8:** Change to that: ‘The Annual Meeting will be held in **June** of each year’.
2. **No 9:** Change to the Council will meet at least **5** times per year’ from 6 times.

It was also discussed that membership can include Councillors (changed with recent elections), local Chaplain, Community Police Officer (as appropriate). **No 11** states that the ‘Meetings of the Council should be open to all members of the public’ and will be discussed at next meeting.

The Changes need to be reflected in Constitution and changed on website following agreement with Parent forum. CEC will also be informed of proposed changes.

Action: Next meeting

1. 2011/2012 Work plan review of progress

CW distributed a summary work sheet of planned work for 2011/12 and review against the progress of these. Successes include (see workplan for fuller details):

1. Increased contact with parent forum with a total of 24 parents, 4 Councillors, 4 school teachers and 4 pupils attending meetings
2. School notice board revamped and updated for parents (inside front main door)

3. Attendance at CcWP meetings (Consultative Committee with parents) at CEC and fed back issues to LA
4. Supported 2 successful funding applicants through Active schools. Many thanks to Melissa Berry for driving this forward and commitment.
5. Support for development of school breakfast club and donation of £300. Many thanks to Sheila Ralston for leading this successful initiative
6. Work started on identifying skills within Parent forum to support school initiatives e.g D of Edin (JG) and future events(FP)

1. Planning for 2012/13

See planning sheet, which will be revisited at next parent council meeting. Main areas for discussion include:

1. Development of LA section of school website & contributions to Leith Links
2. Increasing representation of Parent forum
3. Linking into skills of Parent forum to support school initiatives
4. Promote and support Breakfast club in school
5. Support funding initiatives through Active Schools co-ordinator and current schools initiatives. It was suggested that a separate fund raising group of LA was probably unnecessary
6. Develop links with Parent forum to support work placement opportunities for S5 pupils
7. Develop a 'Parent event' in the school with teachers and local organisations to focus on 'Healthy Lifestyles' of young people including drugs, alcohol, sexual health and mental well being.

Action: Further ideas will be discussed at next meeting

1. Treasurer's report

JB was unable to attend tonight but submitted the following that:

The current balance stands at £1448.48

1. LAPC office bearers

As per LA Council constitution Number 5 'All office bearers will normally be elected for 3 years, with the possibility of a further 2 years extension (maximum)'.

Office bearers all agreed to continue for 2nd year, although co-chairs then likely to step down, and elected as follows:

Co-chairs: Diane Anderson and Christine Wallis

Treasurer: Jackie Beer

Clerk:Angela Mercer

Brief discussion on staff representatives and JMS to check with staff team. Discussed option of new Councillors, Chaplain, School Community Police officer, local community reps. To be followed up at next meeting.

Action: all

1. AOCB

Malawivisitors: expected to visit the school week in August and Scottish evening organized for Tues 28th August to which Parent Council reps will be invited.

1. Dates of next meeting

Discussed and as per amended Constitution, 5 meeting dates agreed and as below:

Monday 10th September 2012 at 7pm

Tuesday 13th November

Wednesday 6th February

Monday 22nd April

Tuesday 11th June 2013 for AGM