

## Inverurie Academy Parent Council Committee Meeting – Minutes

Thursday 7th February 2019

AGENDA ITEM	DISCUSSION	ACTIONS	RESPONSIBLE
<b>Welcome</b>	Elizabeth welcomed everyone along to the meeting and thanked everyone for coming, including school captain Brodie Wylie and Councillors Judy Whyte and Neil Baillie.		
<b>Attending/Apologies</b>	<u>Attending:</u> Alies Bartelds, Sheila Cunningham, Sam Grant, Patricia Harkins, Anne Hitchcox, Valerie Napier, Juliet Serrell, Karen Seton, Elizabeth Watt, Susan Weetman, Emma West, Mark Jones (HT), Cllr Neil Baillie, Cllr Judy Whyte, Brodie Wylie (House Captain). <u>Apologies:</u> Lyndsey Aspey, Deborah Collinson, Kay Diack, Claire Green, Sue Redshaw, Tracey Skene, Shona Strachan, Samantha Tribe, Cllr Berry and Cllr Ewenson.		
<b>Matters Arising from Previous Minutes/Approval</b>	Actions from last Meeting addressed under other Agenda items.  Minutes from last meeting proposed by Juliet Serrell and seconded by Valerie Napier.		
<b>Treasurer update</b>	Current balance (as of 1 <sup>st</sup> Feb) £1032.68. All signatories now updated with bank.		
<b>Head Teacher Update and Presentation</b>	HT Update and Presentation included in attached slides. Points discussed: <u>Staffing:</u> There are currently no vacancies but there will be a move to recruit additional teachers as the school roll is due to increase. Long-term absences in maths and science currently have appropriate cover in place. <u>Community Learning Calendar:</u> To date, this has been populated only by Academy events rather than other cluster activities as	Update information on website	Mr Jones



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	<p>parent company. However, parents and students are keen because it has been a positive experience in the past.</p> <p><u>Communication with Guidance Team</u>: Rather than making Guidance staff email addresses public (which may elicit unnecessary email traffic), Mr Jones has requested that the website be updated with contact ‘buttons’ which would generate emails for the relevant guidance teacher where appropriate. Unfortunately this is taking a long time to be delivered.</p> <p><b><u>Main topic - “Improvement Planning: Ambitious plans to improve outcomes for all: (included on attached slide presentation)</u></b></p> <p>Improvement Plan – focussing on addressing Inspectors’ findings in the three strands of “Learning and Teaching”, “Curriculum” and “Attainment”.</p> <p><b>2018</b>: Good progress has been made on the new curriculum, the new Learning &amp; Teaching culture including Learning Trios (which is being looked at by other schools), MCR Pathways (mentoring scheme), additional transition time and new buddy system, a new tracking system to monitor student progress in S1-3, the appointment of an Attendance monitoring post, and an improved presentation policy. Positive feedback from the Garioch Area Committee as the school’s progress in attainment was reviewed positively.</p> <p><b>2019</b>: This coming year, the induction events will be extended for incoming S1, S5 and S6 pupils. All S6s will be asked to buddy S1s (with training in Induction time), meeting 2 students each four times per year. There will be new Skills for Work, National Progression Awards and Foundation Apprenticeship Awards available in the Senior Phase (to be explained to parents and students at an Information Evening – 20<sup>th</sup> February), removal of S5</p>	<p>Update parents when new system is in place.</p>	<p>Mr Jones</p>

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	<p>Study Periods, Learning Trios will be rolled out across the whole school, and in response to guidance staff feedback, wider achievement periods will be limited to S6 so that S5 pupils can receive a period each of PSE and PE.</p> <p>Mr Jones also asked attendees to discuss and prioritise activities that promote Parental Involvement and Engagement, with the aim of improving the level of Engagement activities available. PC responses will be collated and fed back with the aim of including a priority topic in this year's Improvement Plan.</p>	<p>Evaluate and share PC responses.</p>	<p>Mr Jones</p>
<p><b>Fundraising update</b></p>	<p><u>Quiz Night:</u> This has been arranged for Friday 22<sup>nd</sup> March at the Kintore Arms Hotel in Inverurie. Allan Millar from Kemnay Academy will be quiz master – we will offer him a £25 Amazon voucher as thanks. There will be teams of up to 6 people at £20 per team – the room holds about 100 (10 per table). Proceeds will be put towards the mental health counsellor. Prizes for each member of the winning team. Emma will source wooden spoons for losers. We need raffle prizes; these can be stored in school if dropped off. Alies will make some hampers from smaller donations. Juliet will sell tickets through Kilted Frog. Sheila will make tickets and poster, to be advertised on social media. Will play Heads and Tails and Bottle games. Could also have envelopes on tables for donations. School to help with publicity too.</p> <p><u>Additional Funds:</u> Elizabeth advised that Dawn Brown from the Garioch Partnership can help us identify and apply for funds for a specific cause (like mental health support). She will try to come to a future meeting.</p> <p><u>Nearly New Sale:</u> Donations of school uniform and study books that are no longer needed are requested. These can be dropped off through the school. This will operate like a pop-up shop, but the</p>	<p>Source/donate raffle prizes</p> <p>Source spoons</p> <p>Make hampers</p> <p>Sell tickets</p> <p>Make posters and advertise.</p> <p>Invite Dawn to next meeting.</p> <p>Identify potential school events</p>	<p>All PC members</p> <p>Emma</p> <p>Alies</p> <p>Juliet</p> <p>Sheila and Mr Jones</p> <p>Elizabeth</p> <p>Mr Jones</p>

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	<p>most appropriate day has yet to be identified – ideally it would be an event parents are already be attending in June. Mr Jones will look into potential dates. Juliet will explore whether Sustainability funds are available from the Council.</p> <p><u>New School Celebrations Events</u>: Mr Jones advised that the school is planning some fundraising events to mark the move to the new school, such as a formal dinner at Christmas time (with Richard Arnold from ITV as speaker) and mementos for sale.</p> <p>Juliet suggested school artefacts such as pieces of the wooden floor from the Assembly Hall could be made into mementos.</p> <p>Garioch Heritage Centre could also be approached for artefacts and photographs.</p> <p>All events will raise money for the School Fund.</p>	<p>Check funding options</p> <p>Keep the Parent Council updated with plans</p>	<p>Juliet</p> <p>Mr Jones</p>
<b>Gender Equality Update</b>	STEM subjects (except biology) still chosen by a low number of girls - e.g., 5% of engineering science and 25% of physics students are currently female, even though there are a number of female STEM teachers. Subject choices are about to be made; staff will monitor progress.	Monitor numbers of girls choosing STEM subjects, update at next meeting	Mr Jones
<b>AOCB</b>	No other issues were raised.		
<b>Date of Next Meeting</b>	<p>Tuesday 16<sup>th</sup> April 2019 – Hut 2 – 6.30pm</p> <p>Head Teacher presentation topic – <u>“Community Campus: Update on build and involvement of school community”</u>.</p>	<p>Request items for Agenda two weeks before meeting</p> <p>Reminder issued on Facebook page and Twitter</p>	<p>Shona</p> <p>Sheila/ Samantha</p>