

Inverurie Academy Parent Council Annual General Meeting – Minutes

Wednesday 14th September 2022

AGENDA ITEM	DISCUSSION	ACTIONS	RESPONSIBLE
Welcome	Alies welcomed everyone to the meeting, our first in-person meeting since the start of the Covid-19 pandemic, especially those attending the Parent Council for the first time.		
Attending/ Apologies	<p><u>Attending:</u> Alies Bartelds (Chair), Simon Glazier (Secretary), Neil Hendry (Headteacher), Leanne Robertson, Habibul Shakhi, Louise Anderson, Stuart Laird, Juliet Serrell, Lyndsay Aspey, Tracey Barclay, Fiona Walker, Ruth Kydd, Fiona Walker, Lynda Ansell, Charlotte Bathgate, Jenny Gordon</p> <p><u>Apologies:</u> Sheila Cunningham, Cara Hay, Linda Barclay, Carol-Ann Lorimer, Karen Simpson, Frances Swanston, Elaine Bourke, Joanne Taylor</p>		
Approval of 2021 AGM Minutes	<p>Proposed: Simon Glazier</p> <p>Seconded: Ruth Kydd</p>		
Parent Council Chair’s Report	Alies provided a summary of the key activities of the Parent Council over the past year, the major achievement being the recruitment of new Head Teacher – Neil Hendry. See attached report for the full Chair’s Report.		
Treasurer’s Report	Current balance: £1,170.37. Accounts have been audited by Atholl Scott Accountancy. Little activity this year as there were no fundraising events due to coming out of the Covid pandemic. Income was from Aberdeenshire Council and money has started to come through Easy Fundraising (£35.50 received so far and a further £100+ pending).		Juliet Serrell
Head Teacher Views on Parental Engagement	<p>Neil acknowledged that a lot of work had been done before he joined the school in February. A new Universal Support Scheme has been introduced to track several key measures for pupils on a daily basis – the aim being to be more pro-active and communicate earlier with parents about issues before they become established.</p> <p>Tracking on monitoring in the Senior Phase (years 4 – 6) is also being improved, with a target grade being set in November and this being their target for the full year, rather</p>		

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	<p>target grades which vary during the year (as was previously the case). Progress issues will therefore be identified earlier and reported/actioned sooner. Attainment Action Plans will be triggered when a young person is falling short of their target grade, with more information to help parents support young people get back on track.</p> <p>Google Classroom is on the School Improvement Plan, subject to an understanding of what the system can offer the school. Some staff became confident at using it during the pandemic, but others didn't. There is also a limit of the number of devices that pupils have access to. Aberdeenshire Council is looking to provide <u>all</u> pupils with a device, which will have a big impact on implementation of Google Classroom. Google Guardian also needs to be rolled out more systematically, as this is not compulsory for all teachers to use yet (but this might be a multi-year project). The new Community Campus has the advantage of a Wi-Fi network with capacity for all pupils to log on simultaneously, which older school buildings will struggle with.</p> <p>Question – How will parents/carers who are less IT literate be supported? Neil confirmed his objective to build a support team of teachers who could provide training and support for parents/carers.</p> <p>Alies suggested that the Parent Council could engage with Aberdeenshire Council to request Chromebooks (better for typing) rather than just iPads (better for arts/graphics). Neil felt that this had been adequately communicated to the Council already but would feed back to the Parent Council as decisions are made.</p> <p>Question – Would these devices be insured? Yes, they will be covered, and the responsibility will not be on parents/carers to repair/replace.</p>		
Election of Office Bearers	<p>Alies invited nominations for the Office Bearer posts.</p> <ul style="list-style-type: none"> • <u>Chair</u>: Alies Bartelds (Proposed: Ruth Kydd; Seconded: Simon Glazier). • <u>Vice Chair</u>: Sheila Cunningham (Proposed: Alies Bartelds; Seconded: Ruth Kydd) • <u>Secretary</u>: Simon Glazier is standing down. No-one volunteered from the attendees on the night, so it was agreed to open this out to those who weren't 		

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	<p>able to attend. Neil commented that the school could type up a written minute if this allowed someone to step into the role.</p> <ul style="list-style-type: none"> • <u>Treasurer</u>: Juliet Serrell (Proposed: Alies Bartelds; Seconded: Simon Glazier) • <u>Social Media Co-ordinators</u>: Cara Hay has asked to step down from her role. Ruth Kydd is happy to remain in post. Alies will ask if anyone is willing to support Ruth in this role for the year ahead. • <u>Fundraising Co-ordinator</u>: This role will be filled if fundraising opportunities arise during the year. <p>Parent Council Committee meetings are open to all parents/carers and everyone is welcome to come along to each one. Anyone can join the Parent Council by indicating their interest on the Attendance Register at each Parent Council Committee Meeting. Membership allows you to vote on decisions made at Parent Council meetings.</p> <p><u>Committee Members:</u> The following attendees, and those unable to attend this meeting, are confirmed as members after noting their interest:</p> <p>Alies Bartelds, Simon Glazier, Leanne Robertson, Habibul Shakhi, Louise Anderson, Stuart Laird, Juliet Serrell, Lyndsay Aspey, Tracey Barclay, Fiona Walker, Ruth Kydd, Fiona Walker, Lynda Ansell, Charlotte Bathgate, Jenny Gordon, Sheila Cunningham, Cara Hay, Linda Barclay, Carol-Ann Lorimer, Karen Simpson, Frances Swanston, Elaine Bourke, Joanne Taylor</p>		
AOCB	None		

INVERURIE ACADEMY PARENT COUNCIL

AGM 2022

Parent Council Report

Thank you to all the members of the Parent Council, the Academy's Senior Leadership Team, the representatives of the Pupil Council, the local Councillors and all our guests and members of the local community for your positive contributions to our Committee Meetings during the last year.

Some of our significant highlights have been:

- Very active involvement in the recruitment of our new Head Teacher, with all members of the Parent Council contributing to a list of values, skills, and strengths we would like to see in our new head teacher.
- Active involvement in the recruitment panel for Deputy Head Teachers.
- Sharing feedback on the priorities for the Academy's Improvement Plan.
- Supporting the school's practices during the easing of lockdown, through feedback and discussion, and actively contributing views on the proposals as the restrictions eased.
- Updated the PC's Data Protection Policy, Privacy Notice and Social Media Policies.
- Funded the 'Train a Trainer' for the Mindset course (supporting mental health and wellbeing) in partnership with the Aberdeen Football Club Community Trust.
- Continuing to share items of interest with parents/carers through our regular updates on Facebook - Parent Forum Inverurie Academy and Twitter - @InveruriePF. Parents/carers can also contact the Parent Council at inverurieacademypc@gmail.com to share their views and they can catch up with everything discussed at Parent Council meetings by reading our - [Minutes](#) – on the Parent Council's section of the Academy's website.
- Created a new Inverurie Academy banner
- Attending the P7 Induction Event to chat to parents/carers about the Parent Council activities and encouraging them to become involved.

We also welcomed members of the Senior Leadership Team as well as other experts along to our meetings and shared our views on a range of topics –

- Dawn Lynch and Shona Lees presented an overview of the new Columba 1400 mentoring programme.
- Laura O'Connor updated the PC on the virtual parents evening process and the health and wellbeing surveys.
- Alasdair O'Connor not only updated the PC in his role as acting head teacher but also described the subject choice and timetabling system.
- Beth Rose, from SAMH gave an overview of the 'Time for me' course (a life skill course based on CBT for young people) and consequently the PC organised a series of workshops for parents with Beth.

Looking forward to the current school year, the Parent Council is, amongst many other things, planning to:

- Actively engage in the consultation to review the Tracking and Monitoring Policy.
- Work with the school on mental health wellbeing projects.
- Continue our active involvement in the recruitment panel for Deputy Head Teachers.

Parent Council committee meetings are informal and a great opportunity to share your views with other parents, senior members of the teaching team, students, and our local Councillors. The dates for this year's meetings are:

- Wed 24 Nov 2022: "Tracking, Monitoring and Reporting"
- Mon 23 Jan 2023: HT Presentation subject still to be decided
- Tue 21 Mar 2023: "Self-Evaluation for Self-Improvement"
- Wed 24 May 2023: "Celebrating Success: Acknowledging Achievement"

Why not come along to the next one? Your Parent Council is looking forward to welcoming you!

Alies Bartelds

Chair
September 2022

Treasurers Report

Financial Activity Report

Inverurie Academy Parent Council 2021/22

Bank Account: Sort Code: 802260 Account No: 10203467

Treasurer: Juliet Serrell

	DATE	REF	AMOUNT	
Opening Balance	07/09/2021		£2,255.81	
INCOME				
Aberdeenshire Council	04/03/2022		£505.05	
Easy Fundraising	23/08/2022		£35.50	
TOTAL			£540.55	
EXPENSES				
AFCCT Train the Trainee	15/10/2021	CHQ 18	£1,500.00	<i>(no invoice)</i>
Thompson Partnership	28/06/2022		£125.99	
TOTAL			£1,625.99	
Closing Balance	06/09/2022		£1,170.37	