

Minutes Culloden Academy Parent Council

AGM

Monday 8th September 2014 – 7.00pm

Venue – Culloden Academy - Staff Room

Present

Dr Vance – Head Teacher
Ken Armstrong – CAPC Chairperson
Jillian Walker- CAPC Vice Chairperson
Jan McCormack – CAPC Secretary
Mairi Stewart – CAPC Treasurer
Mary MacFarlane - Parent Member
Angie Scott – Parent Member
Carol Piper – Parent Member
Jill Robertson – Parent Member
David Caddick - Parent Member
Helen MacDonald - Parent Member
Caroline Campbell - Parent Member
Pam Martin - Parent Member
Jane Gill - Parent Member
Gillian Spalding – Parent Member
Evelyn Gray – Parent Member
Martyn Crawshaw - Parent Member
Kim Macdonald - Parent
Mandy Woods - Parent
Liz Green - Parent

Welcome

Ken Armstrong welcomed everyone to CAPC AGM. Special thanks were conveyed to David Caddick for his support, as he retires from the Parent Council.

Minutes

Minutes of the last AGM - Monday 9th September - were distributed to members for perusal
Proposed by David Caddick and Seconded by Jill Robertson.

Head Teacher Report

Dr Vance informed the Parent Council that the management information system SEEMIS which is being used to transfer school data has been problematic. However the system is now operational and staff will be introduced to the tracking and monitoring aspects of the system next week.

It was explained to the Parent Council that Fujitsu have a contract with Highland Council until March 2016. As part of a refresh, Fujitsu have informed the school that their machines have to be reduced to 282. This is causing some concern, as demands for work to be completed on computers are rising. Pupils are increasingly being encouraged to develop their work using skills in word processing and multi-media presentations and it is important that the school has the computer resources to meet these expectations.

There was some discussion regarding the refresh and it was decided that the Parent Council would approach the Councillors' Kate Stephen and Carolyn Caddick to use their influence to ensure that future contracts for IT services are more realistically geared to the needs of Highland Schools.

Dr Vance notified the Parent Council that a new minibus had been ordered for the school to replace the one scrapped in April. The cost of the new bus is to be met by school funds.

SQA results - Overall Dr Vance reported that the school had performed solidly. However, as the results are now in the process of being analysed by Departments within the school, who are keen to identify strengths and developmental needs, a detailed report will be given at the next meeting in November.

The school hike is to run again - the planned date being 4th October 2014. Funds raised from this event are very much appreciated as they all go to the school to support learning and teaching.

Anti bullying - Dr Vance advised the Parent Council that one of his roles was to sit on an Equality and Diversity Group. The group has developed a draft bulletin on anti bullying and Dr Vance invited Parent Council members to take a draft home to read through and provide feedback. Any feedback provided would be forwarded to the group for consideration.

On an enquiry regarding the budget, Dr Vance informed the Parent Council that the budget was set in May, but he will not receive final figures until the end of September.

Finally, Dr Vance thanked Ken Armstrong, the retiring chairperson for CAPC, for all his hard work on helping to set up and support the Parent Council.

Chairperson Report

On retiring Ken gave an overview of the work of the CAPC to date:

- Business Event attracted 23 companies, many of whom have developed links with the school.
- Burns supper - it was reported that the event was enjoyed by many people who attended and a profit of £800.00 was raised. Ken proposed that this be used to contribute to the purchase of the minibus. Parent council members unanimously voted in favour of funds being used for this purpose.
- Parents have had some interaction in the introduction of the Curriculum for Excellence.
- Parental feedback has helped to shape the handbook that is published annually.
- Support and advice from parents had been instrumental in reintroducing a uniform code back into the school.
- Parents have been involved in discussions about the new style of study leave.
- Parents have been invited to provide feedback on a numeracy project being introduced into the school.
- Young Ambassador award is sponsored by the Parent Council. Winner for 2014 was Robert McCormack with runner up Eithne Barnes. It was a close contest and both candidates were commended for the work they have done within the local community. Both candidates were awarded Amazon vouchers and Robert received the cup sponsored by the CAPC at the senior awards ceremony.

Ken, finally, thanked the CAPC for all their support and help during his time as Chairperson.

Parent Council Membership and Office Bearers

Jan McCormack indicated that the Parent Council membership for 2014/2013 would be made up of the parents signing the declaration sheet distributed at the meeting. Other parents who were unable to attend the meeting, but had emailed their intention to remain in the Parent Council would also be in the membership.

Ken Armstrong formally retired as Chairperson. Mary MacFarlane expressed her willingness to be put forward for the post of Chairperson. Mary MacFarlane's election was proposed by Ken Armstrong and seconded by Jillian Walker.

Office Bearers: Jan McCormack to remain as Secretary, Mairi Stewart to remain as Treasurer and Jillian Walker to remain as Vice Chairperson.

Ken informed the Parent Council that the office bearers for Vice-Chair, Secretary and Treasurer for 2014-15 will be a third year in office for each person. Looking ahead to 2015-16 people should consider taking on these roles at the next AGM, and if possible people could be identified during the latter part of this school year to allow people to understand the role to ensure a smooth handover at next year's AGM.

Accounts

Mairi informed the Parent Council that the account for the Parent Council now stands at £1685.00. Debits were taken for the cost of the Young Ambassador award trophy and vouchers.

It was decided that Jane Gill will continue to audit the accounts and will present a formal report on the CAPC finances at the November meeting.

Burns Night Supper

As this event was a success last year it was voted unanimously that it should be organised for 2015. A number of parents will be required to take part in organising this event and parents were requested to put their name and contact details down on a Burns Night Supper Sub Committee Group list.

Any other Business

It was decided to change to date of the next meeting to Tuesday 18th November.

Mary MacFarlane informed the CAPC that she was looking forward to taking on the role of Chairperson.

Jillian Walker extended her thanks to Ken on behalf of the CAPC for all his hard work and support over the last couple of years.

Next Meeting - Tuesday 18th November 2014

Future Meetings:

Monday 12th January 2015

Wednesday 29th April 2015