

Minutes

Culloden Academy Parent Council Meeting

AGM

Monday 19th September 2016

Present

Dr Vance - Head Teacher
Liz Green - CAPC Chairperson
Carol Piper - Treasurer
Jillian Walker – Parent Member
Helen Macdonald - Parent Member
Caroline Campbell - Parent Member
Martyn Crawshaw - Parent Member
Karen Dowling - Parent Member
Ellen Crawford – New Parent Member
Mary MacFarlane – Parent Member
Evelyn Gray – Parent Member

Apologies

Gillian Spalding – Secretary
Jill Robertson – Parent Member
Jane Gill – Parent Member
Lynda Thomson – New Parent Member
Kate Stephen – Councillor

1) *Welcome*

- Liz Green welcomed everybody to the meeting.

2) *Minutes of the last AGM - (Monday 7th September 2015)*

- Proposed by Helen Macdonald
- Seconded by Carol Piper

3) *Chair Person Report*

Liz gave an overview of the activities of the Parent Council over the last year.

COMMUNICATION

- Representation from CAPC at Parent's evenings and Liz spoke at all Information evenings
- ASG meeting on transition – no further meetings due to lack of interest
- HPCP Conference takes place 12 November 2016 and Liz is helping organise

FUND RAISING

- £170 was raised from the Smartie tube challenge
- £56 has been raised so far from the School Angel website; the biggest challenge is for people to remember to access their usual shopping sites via this shopping portal
- Ward discretionary awards were received - £2,000 (Ward 20) and £4,900 (Ward 18) in respect of fund-raising for theatre lights; so far £9k out of £16k total cost has been purchased; CAPC contribution to theatre lights £2,000; looking ahead to ways of raising funds for remainder of cost – for example Awards for All application
- Teas, coffees and raffle at 'We Will Rock You' musical raised £475

SUPPORTING THE SCHOOL

- Career's Day was held on Friday 18th March for S4 pupils – 21 delegates attended with 12 workshops provided; whilst the event was successful it will not be repeated this academic year in the same format. Under the broad Developing Young Workforce initiative the Inverness Chamber of Commerce locally have been contracted as the commercial partners to help deliver advice and events linking young people with employers in a more focused and targeted way.
- Young Ambassador of the Year Award – Kieran Jamieson
- New school website up and running with parents' views incorporated; new email system in place; new website features include house points, key dates link to calendar, subjects link to staff list; contacts description of guidance teachers and quote of the week
- Facebook – whilst parent demand exists there is no capacity among CAPC members to set up and manage
- Looking ahead, the school would very much benefit from parent volunteers for school trips

4) *Treasurer's Report*

- BoS Treasurer account finally sorted for updated signatories
- Internet banking now up and running albeit Carol is only able to access through her personal banking log in details
- Jane Gill has agreed to audit CAPC Accounts again
- Current Balance of CAPC current account is £3,294.12
- Income for the past 12 months:- £743.06 Parent Council award from HC (15/16 – delayed due to signatory changes); £2,000 Ward Grant; £4,900 Ward Grant; £170 smarties challenge; £475 WWRY teas & coffees; £770.66 Parent Council award from HC
- Expenditure for the past 12 months:- £700 Orienteering Club; £2,000 theatre lights; £20 prizes for email competition for parents; £6,356 theatre lights

5) *Head Teacher Report*

4.5 DAY WEEK

Effective 17 August 2017 dependent on bus contracts being sorted out and timetables aligned; All Inverness high schools are aiming to have the same shape of day; the agreement would be for a 5-year period; potentially looking at later finishing times Mon-Thurs with an approx. 12.30 finish on Friday (7 blocks Mon-Thurs, 4 blocks Fri)

No negative feedback from those schools already finishing at 12.30 on Fridays albeit Charleston has only been running since June this year.

LA QUALITY IMPROVEMENT TEAM

Overwhelmingly positive report with the final report still to be completed

Key areas highlighted:

- The ethos in the school and in individual classrooms is positive, good relationships and mutual respect between staff and pupils is evident
- Class teachers were well organised and planned well for lessons
- Pupils were motivated to learn, they participated willingly in tasks given and almost all were on task
- Pupils reported that staff were helpful and encouraging
- Staff are willing to give up time to help learners
- Good discipline was evidenced in all classes
- All staff are proactive in promoting positive relationships
- Pupils know who to go to if they have any problems
- School clubs support pupil's physical and emotional wellbeing
- Wider achievement within the school develops a sense of caring and broadens the horizons for pupils
- Behaviour issues are taken seriously and dealt with well
- The Head Teacher demonstrates strong leadership and is clear in how to move the school forward. Leadership is distributed throughout the school, including unpromoted staff taking on projects
- The Senior Management team fosters a culture of school self-evaluation with all staff
- There is a commitment to school improvement at all levels in the school
- Team work is a strength

Dr Vance asked if parent council would consider putting forward a prize for a literacy group project. Agreement in principle from all those at the meeting.

6) *Funding Opportunities*

MacLeod & MacCallum community fund; Asda Community Grant; Awards for All (up to £10k); Tesco school clothing; School Angel

ACTION REQUIRED:

- **Mary will look into eligibility for M&M community fund and Asda Grant**
- **Liz will look at Awards for All application with Lynda Thomson and Mary will support should CAPC progress to application stage**
- **Dr V will arrange for Susan to contact Jillian Walker re Tesco school clothing fundraising**

7) *Parent Volunteers*

ACTION REQUIRED:

- **Ad to be posted on school website asking for parent volunteers and requesting parents share the web link on their social media platforms – action Dr V to consider wording and Liz to add to website**
- **Dr V to look at numbers for trips undertaken by the school for next parent council meeting**

8) Website

- There was discussion around what else should be included within the website, notably return of school books, perhaps a book amnesty or “Book Bunker” where students/parents are encouraged to bring school text books along to the Bunker at the Awards Ceremony

9) Litter Increase

- Community feedback has been that litter is on the increase. Discussion around use of litter police – whilst assemblies went ok last year, the interactions were not so successful. It was acknowledged that most likely that only a small percentage of pupils who are litter offenders and therefore a fine balance in delivering the message to the entire school population.

ACTION REQUIRED:

- **Attention to be drawn to the litter poster in the foyer – Dr V**
- **Find out what other schools do – Liz**
- **Post on school website re community feedback re litter and ask parents to share on social media platforms; many perhaps not aware of the problem**

10) Uniforms

- Dr V will reiterate at assemblies the requirement for students to wear school uniform; “Corporate nagging” will continue by teachers; pupils will lose privileges
- Dr V confirmed wearing hoodies is not an option at Culloden Academy

11) Vans

- Discussion around problems caused by food vans – students on the road and many parents probably not aware of issues; difficult to police as the vans are on the public highway and are not breaking any laws/rules

12) Vision, Values & Aims

- Will be launched next week and to be added to the website under the ‘About’ tab

Parent Council Office Bearers for 2016/17

Chairperson – Liz Green to remain

Vice Chairperson – role remains vacant

Treasurer – Carol Piper to remain

Secretary – Gillian Spalding to remain

Miss Urquhart – to be co-opted as teacher member

Next Parent Council Meetings: 9th November 2016, 30th January 2017, and 17th May 2017