

**Culloden Academy Parent Council Minutes; T4 2017/18 meeting; 16th May 2018:  
Staff Room & moved to Conference Room due to maintenance. 19:00 – 20:00**

Agenda Item		Action
<b>1 Welcome and apologies</b>	<b>Present:</b> Tony Gilfeather, Jane Gill, Evelyn Gray, Duncan Thomson, Dr Vance, Michelle Gowans (Highland Highlife), Scottish LibDem Councillor Trish Robertson.	N/A
	<b>Apologies:</b> Kerry Challinor, Lisa Thomson, Gillian Spalding, Karen Dowling.	N/A
	Members present representative of all year groups except S5.	S5 Parents
<b>2 Previous mins &amp; matters arising</b>	No matters arising from the January T3 2017/18 meeting.	N/A
<b>3 HT Report</b>	<p><b>FM update</b> Last Friday after competitive interview, Andy Maclean was appointed to the Supervisor post for Culloden ASG.</p> <p><b>Security fencing</b> After discussions with a Property Officer from HQ it has been agreed that fences will be erected from the edge of the languages department and the edge of the gym to significantly improve the safety and security of the building.</p> <p><b>Staffing</b> Dr Greg Campbell has started here as the full-time permanent replacement for Mr Weafer. Amanda Mackenzie will be leaving us on 1st June to take up a new post much nearer to where she lives. Amanda has been with us for 18 years and will be sorely missed.</p> <p><b>Highland Council</b> Highland Council have a major project ongoing at the moment previously called The Management of Schools and now known as Sustainable Education for the Highlands. This has potentially huge consequences for the delivery of education and I recommend that the Parent Council engage fully in discussions as and when they occur.</p> <p>Cllr Robertson mention that the proposal will be in front of the Highland Council in 2 weeks' time. She further offered that the proposed upgrade &amp; extension work of the school are targeted to be finished by 2023 although the start date is still to be announced. To accommodate needs until then, the 2018/19 year will see the introduction of 6 x Portacabins and the CA Senior Staff will decide how to best utilise these once on site.</p> <p><b>S6 Final day</b> JV explained what was meant to happen, what did happen and what he has done to counter the negative publicity and possible reputational damage. In light of Highland Council's reluctance to issue a statement on this, JV suggested that he would come back to the Parent Council in January to ask for their support in making a statement to the community about the need for S6 to leave well and cause no damage/disruption.</p> <p><b>Thanks</b> I wanted to record my thanks for the assistance I received from the Parent Council with completing the School Improvement Plan and the Standards &amp; Quality report and also the offer of help with promoting out Vision Values and Aims and with the promotion of SHANARRI.</p>	Dr Vance
<b>4 Treasurers Report</b>	Lisa typed a report which was delivered, in her absence, by Tony. The T3 2017/18 minutes closed with a balance of £4603.96 and left short period to	

<p><b>4 Treasurers Report (cont.)</b></p>	<p>gather incomes before opening T4 2017/18 with a balance of £4670.15.</p> <p>T4 income was £225.17 comprising our 50% share of bar profit from the Burns Supper &amp; profit from our Embrace viewing.</p> <p>T4 expenditure was £3186.70 comprising expenses from the Burns Supper; Embrace viewing; contribution towards uniforms for the Curling Team; YAA annual prize &amp; the CAPC's main fundraising activity donation towards curricular activities and transportation.</p> <p>Closing balance at 20180512 = £1708.62.</p> <p>Potential additional income generation before the close of T4 may come from the provision of TC&amp;Snacks (TC&amp;S) at the annual musical in June.</p> <p>More detail accounts will be completed to reflect the close of the 2017/2018 academic year.</p>	
<p><b>5 Discussion Outline</b></p>	<p><b>Embrace Future:-</b> Gillian holds the movie on a USB. The CAPC felt they should have at least one other viewing before allowing the CA full access for their use with pupil groups. Agreed to set-up a steering group to look over the After Action Review (AAR) and maximize potential profitability from that viewing. The future of the movie will be decided after the AAR on the 2<sup>nd</sup> viewing.</p> <p><b>Life Skills Update:-</b> The school runs various lunchtime clubs causing a timing clash. Evelyn suggested moving this to a 6-week program commencing after lunch on Friday afternoons and was taken well by the room. Jane gave detail on the type of sessions/courses/skill development available. We agreed to list available units and supply CA for discussion on integration. The school minibus was offered as consideration for home transport to pupils attending.</p> <p><b>Community Liaison Group:-</b> Alison &amp; Gillian teamed up with Councillor Robertson to act as our Liaison Officers (LO's) regarding the Springfield project and provide feedback to the CA and the CAPC. At present the development is awaiting the completion of a road before the LO's are needed. Awaiting advice.</p>	<p>Jane, Tony.</p> <p>Jane, Tony.</p> <p>Councillor Robertson.</p>
<p><b>6 CA Annual Show</b></p>	<p>This year the CA are putting on their version of Disney's musical 'The Beauty and the Beast'. The CAPC have been given an opportunity, from Ms Burgess, to utilise the Saturday evening showing to assist our fundraising efforts by providing TC&amp;S and a raffle at the interval on Saturday evening. It is clear that this takes precision to be done right and maximise income. Kerry and Lisa have been advanced as combined lead on this. Evelyn, Jane &amp; Tony gave their planning and physical support.</p> <p>Liz Green submitted a worksheet with numerous tips on a range of subjects along with advice for running the evening which will be incorporated in the planning as will Gillian's submitted suggestions.</p> <p>Raffle thoughts:- Jane offered the popular J&amp;J hamper; FB &amp; Mailchimp request for PF donations to hampers; Pre-paid Garden Centre Planters; Pre-made hampers rather than donations for hampers:</p> <p>The show runs between 19:00 &amp; 21:00 therefore the interval will likely split this as best suits the musical.</p> <p>We will need a minimum of 8 souls (6 serving &amp; 2 for the raffle) and we have the above 5 at present therefore the wider support from our Parent Council and Parent Forum is sought.</p>	<p>Lisa, Kerry, Jane, Evelyn, Tony.</p> <p>Mailchimp/FB/ Website personal contacts.</p>

<p><b>7 Literacy Bid</b></p>	<p>Michelle laid out the ideas, in her HC funding bid, for her vision of the content/involvement/expansion of a CA literacy club which could include parent participants in its desired and wider representation. She justified this through articles, which are available on request, but low-lights would be 4 in 10 S1 pupils have a limiting vocabulary effecting their learning and that an average of 16yr olds sitting Nat4 &amp; 5 have an average reading age of 13. This had a detrimental effect evident in cross-subject exam results. The studies showed that the instigation or increase in weekly reading for leisure was beneficial to pupils.</p> <p>The concept was well received. The bid has been submitted and the CAPC accepted promotional and loyalty commitment. In the event of the bid being unsuccessful, funding for the project would be sought through the Library Fund and an approach to the CAPC.</p> <p>Michelle was also advised that the PC Chair from Balloch was looking for more info on her project.</p>	<p>Michelle, Kerry, Tony.</p>
<p><b>8 New Appointment</b></p>	<p>Jane was welcomed as a Committee Member in her new (really continued) capacity as our Public Relations Officer (PR Officer). Jane will now oversee our advertisement, media campaigns along with promotions to maximize exposure and collate and publish both promotional and support material from CAPC campaigns.</p> <p>Tony advised we are seeking a Fund-Raising Champion who could take the lead and maximize the profits available from our activities. He mentioned the future search for a full capacity Secretary and a need to bolster the Ordinary Membership number from its current 7 to accommodate both voting needs at AGM's and loses due to Members whose pupil leave at year end. The CAPC were asked to advance candidates and help may be requested from our registered Parent Forum through Mailchimp.</p> <p>Tony also highlighted that his responsibilities in Edinburgh have taken an unforeseen turn which may result in the family moving back to the capital, severing ties with Inverness. In which case, the CAPC would need another Chair. He mentioned his family sought a way of accommodating an Inverness presence until schooling was finished whilst fulfilling Edinburgh commitments which would mean limited northern visits for him and therefore very limited commitment to the Chair due to work. His suggestion was to install another Chair, switch positions with Kerry or continue to operate but in limited and distant capacity.</p> <p>A separate email will circulate the membership to conclude this matter.</p>	<p>Tony</p>
<p><b>9 External Locker Storage</b></p>	<p>Locker provision for all pupils has been a constant theme and numerous solutions have been considered without success.</p> <p>Tony presented his cheapest option, after research, being a modular converted Sea-Container solution but was financially prohibitive, requiring +/-£47k to provide every pupil a locker at this point without an increase in pupil numbers.</p> <p>Dr Vance suggested that the CAPC fund-raise for lockers at a future</p>	<p>Cllr Robertson, Dr Vance, Tony.</p>

<b>9 External Locker Storage (cont.)</b>	point which would assist the CA in encouraging the HC to accommodate these in the school upgrade and expansion plan. Fundraising for lockers will be revisited by the CAPC.	
<b>AOB</b>	No other business raised.	
<b>Next meeting</b>	<b>TBA:- Combined AGM &amp; T1 2018/19 August/September 19:00 CA Theatre</b>	