



**Parent Council Meeting of Cults Academy  
Monday 13<sup>th</sup> March 2017 7-9pm**

**Attendees:** David Burslem (DB) Chair; Anna Muirhead (AM) Head Teacher; David Strang (DS) Depute Head; Suzette Furneaux (SF) Head of Science; Tony Rafferty (TR) Vice Chair; Rachel Soplantila (RS) Vice Chair minutes; Kirsten Gove (KG); Tahar Kouider (TK); Robert Brew (RB); Jim Gauld (JG); Martin Barker (MB); Julia Crighton (JC); Jenny Selfridge (JS); Gill Flett (GF); Daniel Verhamme (DV)

**Apologies:** Michelle Henderson.

Agenda items	Updates and discussions	Action
1.	<u>Welcome and Apologies</u>	DB
2.	<u>Announcements</u>  2.1 The updated arrangements for the minutes were discussed. BD and AM to confirm the fulfillment of the other administration roles to support the PC.  <div style="border: 1px solid black; padding: 2px; width: fit-content;">Action: DB and AM</div>  2.2 JG expressed concern that the final response to the consultation document Empowering teachers, Parents and Communities to achieve Excellence and Equity in Education A Governance Review, had not been brought back to a PC meeting for approval. RB explained that the draft document had been circulated several times to members for input via email with the recognition of the short time timescales for submission. Once no further additions or suggestions were made this was submitted in order to meet the deadline.  2.2 JG Inquired about a letter to thank Miss Ross for her long serving contribution to the PC. DB confirmed that this had been delivered.	All/BD
3.	<u>Intimation of any other competent business</u>  3.1 RB explained the concern of a parent at the S3 P/T evening regarding the availability of marijuana and pills. RB explained the reluctance of pupils to report this. AM explained that she would welcome parents to come to her directly to discuss any concerns of this nature. Parents have option of seeking support from the police and issues around substance miss-use are covered frequently in PSE. AM explained that the emphasis was on equipping the pupils with the right skills to keep them safe and make the correct choices.  3.2 RS requested PC Minutes on the website as A.O.C.B.	All
4.	<u>Approval of previous minutes</u>  A change to the wording in item 4 regarding Duke of Edinburgh Awards was requested. Minutes were otherwise approved by the committee, formally seconded by RB	All
5.	<u>Outstanding Actions/Matters Arising from the Previous Meeting</u>  Minutes from the AGM were circulated for approval.	DB/All
6.	<u>Treasurer's Report</u>  6.1 Audited accounts are required in June.	

	6.2 Groupcall may need to be paid for from school funds into the future and so there may be a need for PC to fund PC messages.	
7.	<p><u>Support for science projects – Suzette Furneaux Head of Science</u></p> <p>7.1 SF kindly attended the meeting in response to questions raised by MB with regard to support for science projects from parents.</p> <p>7.2 SF explained that there are over 200 pupils taking higher and advanced higher Science subjects and very many at National 5 level. Subsequently pupils do get a choice but there are very many pupils for the teachers to oversee.</p> <p>There is autonomy and but demand for projects is high and a project has to meet the correct arrangements and link with course work.</p> <p>The staff group is very experienced, with many teachers who have spent time as exam markers and so it is clear which projects will succeed with the criteria necessary.</p> <p>The teachers aim to support the pupils to create their own ideas but ensure they follow the specific arrangements necessary.</p> <p>It was explained that crucially each report had to be unique even if pupils were doing the same project and that it was not the case that some projects score higher than others.</p> <p>Additionally the same project or theme may score very differently according to the unique report submitted.</p> <p>The departments are well resourced with equipment and staff, subsequently the average marks achieved by the pupils are higher than the National average.</p> <p>There are 14 staff with a diverse range of experience.</p> <p>7.3 It was acknowledged that feedback from some parents was a desire for greater options and the suggestion of pool of suitable ideas or topics would be useful.</p> <p>It was recognised that many pupils opted to use tried and tested projects but SF explained that the departments were open to try new projects and to support enthusiasm and innovation.</p>	
8.	<p><u>Head Teacher Report – Anna Muirhead</u></p> <p>8.1 AM explained that whilst significant saving needed to be made the impact of this had been carefully managed and so will be minimized. Whilst vacancy savings will no longer be available to transfer to resource other areas, the school remained very well equipped and staffed.</p> <p>8.2 There are currently 70.99 FTE staff which equates to a Teacher/ Pupil ration of 1:14.7</p> <p>The funding for an additional ASN member of staff who was recruited last year has been continued for another year.</p> <p>8.3 AM explained about Pupil Equity Fund which is money awarded to schools over the term of the government to address the poverty gap. The funding for this is calculated using the Scottish Index of Multiple Deprivation and the school has been awarded an allocation of £10,800pa for 4 years for 27 pupils who receive free school meals. Discussions regarding the best use of this are ongoing.</p> <p>8.4 Three members of staff are due to leave after the Summer and there will shortly become a vacancy in HE</p> <p>8.4 The stained glass window to commemorate Bailey Gwynne will be unveiled on the last day of term with his family and friends present.</p>	
10.	<p><u>SEP: Google Classroom – David Strang (DHT) will attend and bring the PC up to date with developments in use of technology</u></p> <p>10.1 DT kindly gave a presentation to explain the use and workings of various aspects of Google Classroom.</p> <p>10.2 This has been the first year of use and with 4 members of staff as Google trainers there has been high levels of training and workshops involving staff members across the school. Most homework is now available through Google classroom.</p> <p>10.3 The 360 Safe is ongoing to equip pupils with the skills to be safe and responsible in the digital world.</p> <p>10.4 Google Classroom is available though every devise; phone, tablet or computer and DT gave a demonstration of how different subjects with pupil’s folders could be available to the teachers to input</p>	

	<p>and track progress and how pupils and staff can communicate, send information and transfer documents.</p> <p>10.5 An example of work by the ECO group was highlighted. Google classroom enabled the senior pupils to input to a presentation over the school holidays and together successfully apply for continuation of the Green Flag status.</p> <p>10.6 Opportunities for pupils to use IT equipment was recognized as important for those whose personal resources are limited and so the classrooms and library have available computers as does the IT suite which pupils can access up to 4.30pm.</p> <p>10.7 There may be possibilities for links with parents and guardians but this is still under discussion.</p>	
11.	<p><u>Communication Strategy</u></p> <p>11.1 Update from Communication sub-group <sup>[17]</sup><sub>[SEP]</sub></p> <p>Notes from the meeting of the Communication Sub-Group on the 6<sup>th</sup> or March and the Communication Strategy from Cults Primary Parent Council were circulated for information.</p> <p>The suggestion of a Communication Strategy for Cults Academy Parent Council was supported and this will be returned to the subsequent meetings. The next date for the communication group will be circulated and more members are encouraged to attend if possible.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action:</p> <p>RS to set a date for next Communication Sub-group and start to adapt Cults Primary School Parent Council Communication Strategy to suit Cults Academy PC.</p> </div> <p>11.2 Joint School/PC/PTA Facebook account <sup>[17]</sup><sub>[SEP]</sub></p> <p>It was agreed that an independent PTA/PC Facebook page might be a preferable approach to a FB page for the school. This will need clearly defined governance responsibilities, mandate and guidelines.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action:</p> <p>RS to initially speak to Anna Daley and start to make a plan for a joint PTS/PC Facebook Page with a possible times scale for starting after the summer holidays. To update at the next meeting.</p> </div> <p>11.3 Dissemination of information to parents</p> <p>Not discussed due to time pressures.</p>	RS
12.	<p><u>PC representation at future parent events</u></p> <p>12.1 S2 evening – volunteers needed. <sup>[17]</sup><sub>[SEP]</sub> gave apologies as she is now unable to attend.</p> <p>12.2 S1 induction – Monday June 12th.</p>	
11	<p><u>A.O.C.B.</u></p> <p>RS explained that the latest Parent Council minutes posted on the website were from March 2016.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action:</p> <p>AM to check and request an upload of recent minutes.</p> </div>	AM
	<p><u>DATE &amp; TIME OF NEXT MEETING</u></p> <p><u>Next PC MEETING - Monday 8<sup>th</sup> of May.</u></p> <p>Any parent or guardian of a pupil at Cults Academy is welcome to attend any Parent Council meeting.</p> <p>The Parent Council can be emailed at <a href="mailto:PCCultsAcademy@aberdeen.npfs.org.uk">PCCultsAcademy@aberdeen.npfs.org.uk</a></p>	