

## BREADALBANE ACADEMY PARENT COUNCIL MEETING

26<sup>th</sup> FEBRUARY 2015

**PRESENT:** David Ashcroft, Karen Brown, Andrea Cox, Tracey Dow, Winifred Gronkowski, Libby Hughes, Yvonne Kent, Tina Logan, Fi Lumsden, Fiona Macdonald (Deputy Chair), Fiona MacEwan, Elizabeth MacPhee, Mel Nicoll, Andrew Pointer (Parent Council member), Andrew Rae, Heather Rae, Alison Steele, Gill Steele, Linda Swan (Headteacher), Avril Taylor (Parent Council member), Cllr Barbara Vaughan, Jill Watson, Karl Wright (Chair), Sarah Yearsley (Secretary).

**Apologies:** Cllr Ian Campbell, David McClean, (Teacher Rep), David McCluskey, (Depute Headteacher), Tommy Pringle, (Treasurer), Cllr Mike Williamson

Agenda Item	Action Noted	Action required	Action By
<b>1. Introductions &amp; apologies</b>	As above		
<b>2. Minutes of last meeting and matters arising</b>	Cllr Vaughan asked for the minutes to be amended to say that the changes to the 823 bus service were to ensure parity of provision for pupils across Perth & Kinross. A parent commented that the withdrawal of the bus service was not good for the school in the longer term. The minutes were then approved, matters arising to be dealt with under agenda items.		
<b>3. Update on the selection process for a new headteacher. This included a Q&amp;A with Peter McAvoy, Head of Education Services (Secondary) at PKC.</b>	Linda Swan is retiring in August 2015 and the Parent Council is already involved in the recruitment process for the new headteacher. Peter McAvoy ran through the recruitment process. Key points were: Parents need to feel confident in the process Linda Swan gave advance notice of her retirement to allow PKC more time to recruit a new Headteacher. The Breadalbane role was advertised via the Talentlink website and in the TES Scotland and the Guardian. 10 applications were received from across the UK. Applications are made by application form only and not CV. The applications are considered by Peter McAvoy first. Karl Wright (KW) met with Peter McAvoy to discuss the applications and agree the shortlist for interview.		

	<p>Both KW and Tommy Pringle (TP), who will represent the Parent Council on the interview panel, are happy with the candidates who have been shortlisted. A parent raised a serious concern about the process to date. The statutory procedures under the Parental Involvement Act had not been followed. There was concern that the PC should also have been involved in drawing up the job spec for the role but had not been consulted at this stage. KW confirmed that he was happy with the PC's involvement in the shortleeting process.</p> <p>Peter McAvoy gave more detail on how the job spec was drawn up. This is a generic job profile based on a national descriptor and there is little scope for changes, although some tweaks were made to reflect the HT's role as Campus Leader. There is more scope for changes to be made to the job profile of Deputes. Headteachers' salaries are based on the size of school, its budget and staff. PMcA confirmed that PKC is keen for PCs to be involved in response to a comment from a parent that it is important for PCs to be involved.</p> <p>A query was raised about the conduct of the interviews for the Depute Headteacher of Primary in November 2014 when only one representative from the Parent Council sat on the interview panel and when this was queried the PC was told incorrectly that this was the correct process and that PKC were undertaking a trial.</p> <p>PMcA apologised to the Parent Council. His position was that the law states that the PC 'could' be involved in drawing up the job description.</p> <p>KW asked if this issue has been discussed with John Fyffe, Head of Education and Children's Services at PKC.</p> <p>PMcA explained that this is the first time that this has been an issue and that he would hope that trust with the Breadalbane PC can be re-established.</p> <p>4 candidates have been shortlisted and will undertake first stage interviews on 3<sup>rd</sup> March. Second stage interviews will take place on 13<sup>th</sup> March and all 4 first stage candidates can be put forward to the second stage if they are selected. The role will be offered if a suitable candidate is selected at the second stage, following tests and references.</p> <p>The interview panel will include 2 elected members (councillors), 2 PC reps, PMcA and Sheena Devlin (Head of Early Years and Primary at PKC).</p> <p>A set of standard questions plus some supplementary questions will be asked.</p>	<p>KW to clarify process with Ian Campbell</p> <p>PMcA to go back to PKC to look at guidance around Parent Council involvement in senior staff recruitment</p> <p>PC to write to John Fyffe (PKC director education) to seek assurances that PC will be involved, or at least be given the opportunity to be involved, in any future recruitment process to the full extent allowed by the PIA (2006), and that PC role in</p>	<p>KW</p> <p>PMcA</p> <p>KW</p> <p>AP</p>
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	<p>Stage 2 involves psychometric tests and will include a visit to the school where PC reps and young people will have the opportunity to meet the candidates.  At stage 2 there will be 4 formal questions and 1 scenario question and this will be as realistic as possible.  There is no time limit within which the panel has to make a decision.  If no suitable candidate is found then the post will be readvertised, and we have a long lead in time.  The PC can suggest themes for scenarios at the second stage interviews and PMcA will use these to develop appropriate tasks.</p> <p><b>Suggested scenario themes were:</b>  <b>Effective communications and partnership with parents at Breadalbane Academy</b>  <b>Engaging effectively with the local community</b>  <b>Focus on academic achievement</b></p> <p>Linda Swan outlined the key elements of her role as Headteacher and Campus Leader, including:  Keeping up to date with policy and sharing with staff  Leadership and promoting leadership in the school  Representing BA at PKC level  Child protection  Children’s experiences – ie learning and teaching  Performance management for teaching staff  Whole school improvement agenda  Evaluation  Collegiate work – expectation for teachers to work beyond the classroom  Curriculum and developing skills for the world of work  Attainment agenda – ie targets, tracking and monitoring, next steps, reporting  Ensuring needs of all learners are met  Listening to the pupil voice  Staffing and hr issues  Staff review process  Keep school moving forward</p>	<p>recruitment won’t be changed without the PC first being consulted.  AP to email KW to outline key issues of concern with relation to the Parental Involvement Act and this process</p>	
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	<p>Encouraging deputies to be involved in authority-wide issues</p> <p>Children and young people strategic partnership</p> <p>Devolved school management</p> <p>School fund</p> <p>Campus Leader responsibilities – Linda explained that this part of her role took up less time than managing the school and was more about facilitation:</p> <p>Oversee work of in-house partnerships</p> <p>Chair Campus Management Group</p> <p>Annual Report</p> <p>Customer complaints.</p> <p>Parents expressed concern that this was a very large remit for one person and wondered whether the two roles should have been split. LS assured the meeting that the Campus Leader role was more about delegating and that her priority was the children’s learning.</p> <p>Parents asked if the high turnover of staff at BA was reflected elsewhere. PMcA explained that this is a Scotland-wide issue, particularly in rural schools.</p> <p>A relocation package was offered for the Headteacher’s role at BA and not for the one at Kinross in order to make the BA role attractive.</p> <p>Parents expressed the hope that the new Headteacher would live more locally and understand the community.</p> <p>There aren’t many all through Primary and Secondary schools such as BA and this makes the school unique.</p> <p>A parent said that they would prefer to have a separate Headteacher for the Primary rather than a Depute. It would be good to raise this with the Council.</p> <p>PMcA explained that the through school benefits the children during the transition from primary to secondary.</p> <p>A parent asked if all-through schools have campus leader roles. St John’s in Perth is the other example and it does.</p>	<p>Source figures on staff turnover</p>	<p>KW</p>
<p><b>4. Promoting science and technology in schools. A short presentation by Professor Andrew Rae</b></p>	<p>Professor Rae talked about his experience of more than 25 years working in industry and as an employer, and latterly in further and higher education.</p> <p>Academic excellence is no longer enough and wider achievement is increasingly important. The reduction in number of subjects studied at Nat4/5 can be restrictive but people tend to opt for subjects that they like and are good at.</p>		

<p><b>on promoting science and technology subjects and careers in school—and the crucial role played by headteachers.</b></p>	<p>Andrew spoke about additional funding to promote engineering from the Scottish Government which is supporting projects such as Green Power 24 – a kit for schools to build a single seat electric racing car. This allows students to develop skills such as:</p> <ul style="list-style-type: none"> <li>Teamwork</li> <li>Design</li> <li>Graphics</li> <li>Management</li> </ul> <p>all of which look good on a CV. Headteachers need to keep up to date with these kind of opportunities and BA has some really good teachers such as David McClean who are enthusiastic about these kind of projects. For young people this kind of experience will stand them apart from their contemporaries.</p> <p>Parents were happy to hear that employers were recognising the value of wider achievement qualifications.</p> <p>There was a brief discussion over whether universities are up to speed with the new qualifications yet. Apparently they are still making a shift in understanding new exams and grades and this could take a while.</p> <p>Prerequisites to study engineering are maths, physics, engineering science, and English. Interestingly the armed forces are interested in subjects such as drama which show strong communication skills. Andrew said that in selecting students he would look at prerequisite subjects first, wider achievement second and broader academic subjects third. He felt that the introduction of wider achievement would have a greater benefit than the loss of wider choices.</p>		
<p><b>5. An open evening on university admissions, for senior-years parents. Do parents want one?</b></p>	<p>A parent asked if apprenticeships should be included at the same event. LS explained that BA already has a good partnership with SSE re apprenticeships. The general feeling was that this kind of evening would be a good thing but only if enough people planned to attend, particularly if universities were invited.</p>	<p>Research further. Andrew Rae agreed to attend</p>	<p>LS/KW</p>
<p><b>6. Fundraising sub-committee – brief presentation from Emma Burtles and call</b></p>	<p>EB is keen to support the school to be able to deliver extra -curricular activities such as school trips. She suggested setting up a group of parents willing to fundraise to support the school. They could write to school staff asking what they might need funding for and then prioritise fundraising</p>	<p>Take forward and recruit parents to join fundraising committee. Parents</p>	<p>EB/all</p>

<p><b>for ideas and volunteers</b></p>	<p>based on what was requested. Funding from trusts such as Griffin could also be an option. It would also be important to engage with the pupils. We discussed fundraising for a specific target.</p>	<p>to contact EB if interested in getting involved.</p> <p>Need to follow up on Thrift Shop during holidays/with 6<sup>th</sup> Year Prom committee</p>	<p>TP</p>
<p><b>6. A communications strategy for the parent council.</b></p>	<p>David Ashcroft and KW have been discussing a communications strategy for the PC and how the PC can play an important role in supporting the school in communicating with parents and the wider community. Parents were pleased with progress so far and thought that poster advertising PC meetings were effective.</p> <p>Other places to profile PC are: Monthly updates in local press, ie, the Bridge, The Quair, Heartland Radio, Heartland Buzz.</p> <p>KW plans to use a single monthly email to send round minutes from meetings and the agenda for the next meeting as he is keen not to over communicate.</p> <p>The school do use Groupcall to announce meetings</p> <p>We discussed the option of holding meetings in other areas again, ie at Dunkeld, Pitlochry etc.</p> <p>PC wants to support the school with comms through the website. Keen to find ways to support teachers and get parents involved.</p> <p>School noticeboard is going up.</p> <p>PC has business cards to use at contact evenings.</p>	<p>Put day of week of meeting on posters</p> <p>Parents to contact KW if able to put up posters for meetings</p> <p>Follow/Like PC on Facebook</p> <p>MN to draft thoughts on how well school is communicating</p> <p>information about how to contact the Parent Council be included in the school information</p>	<p>KW</p> <p>All</p> <p>All</p> <p>MN</p> <p>LS</p>

		booklet for new parents	
<b>8. PKC cuts in funding for instrumental music lessons — what do they mean for pupils and parents of Breadalbane Academy?</b>	LS has been told that there won't be any cuts. KW has spoken to the YMPA and IMS and been told that there will be cuts of £75k to the music service. This could impact on music camps, central groups and the cost of individual music lessons offered in school through the service. No decisions on the cuts process has been taken yet. Parents are concerned over the potential impact of cuts on music lessons. BV explained that the idea is to review music provision but that she did not vote for the cuts.	Speak to education directorate and ask them to contact BA Parent Council with more information  Add to agenda when we have more information.	BV  SY
<b>9. An after-school club for the children of working parents. What do Breadalbane parents need to do to get one set up?</b>	A private provider of local after school childcare in several other towns/villages in P&K has met with LS to discuss offering a service at BA. This would run 3.30 – 6pm at a set fee of £12.50 per session, Monday – Friday.	Canvass demand from parents to see if this would be viable from August 2015	LS
<b>AOCB</b>	Issue regarding clash of Live Active classes with Nursery was raised. A parent listed several youth development opportunities: including The Royal Zoological society bus and Barclays Life Skills for 11-19 year olds.  Andrew Pointer mentioned that the Community Land Trust is holding its AGM soon and is on the look out for new members and trustees. It is also holding a count that the school may want to be involved with.	Put school policy on phones and mobile devices on agenda for next meeting  Discuss Nursery clash with Live Active  Give list of youth development opportunities to school	SY/KW  LS

<b>Next Meeting</b>	The next meeting is Tuesday 31 <sup>st</sup> March at 6.30pm in Breadalbane Academy. All welcome.		
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