

Meeting Time **6.30pm-8.30pm**
Location **Breadalbane Campus**

Chair Karl Wright (KW)
 Minutes Gill Steele (GS)

In Attendance

Karen Brown (KB)	Emma Burtles (EB)	Cllr Ian Campbell (Cllr IC)
Iona Coutts (IC)	John Devine (JD)	Libby Hughes (LH)
Elizabeth Leighton (EL)	Sandra MacKinnon (SMack)	Elizabeth MacPhee (EMacP)
Vicky Marshall (VM)	Fiona McDonald (FMCD)	Fiona McEwan (FMcE)
Andrew Pointer (AP)	Andrew Rae (AR)	Alison Steele (AS)
Avril Taylor (AT)		

Apologies

David McLean (DMcL)	Mel Nicoll (MN)	Tommy Pringle (TP)
Cllr Barbara Vaughan (BV)		

Item		Responsibility
3.1	MATTERS ARISING	
3.1.1	Counselling at the School Following up on a previous parental enquiry JD explained the options available for pupils: <ul style="list-style-type: none"> • <i>Mindspace</i> – meet once a week in school, pupils can self refer; • <i>Angus Cameron</i> – Pupils can self-refer to him; • <i>School Nurse & GP</i> – Weds lunchtime there is a health drop-in • <i>CALMS</i> – School or GP can refer; • <i>Educational Psychologists</i>; and • <i>Young Carers</i>. 	
3.1.2	Statistics IC explained the school would offer Statistics S5/S6 during activities offered one period per week, but on a trial basis, possibly certified if S6s can complete the unit. Action 3.1.2a: IC requested are there any parents who use Minitab at work and would like to help at school.	PC
3.1.3	Late Bus Passes PKC are statutorily obliged to provide a bus pass to pupils only to get to and from school at the start of the day for 9am and after school finishes at 3.30pm. Late bus passes have been an anomaly/loophole in this system. The school can look at subsidising this now it is to be closed/withdrawn but it is potentially inequitable as only pupils who live in the west of the school catchment have access to late buses (currently cica.150 pupils travel from the western catchment and may be affected) Action 3.1.3: Cllr Campbell will follow this up with PKC transport department	Cllr IC

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3.1.4	<p>Playgrounds GS & Gina Wallace (GW) will be meeting with the school SMT to discuss upgrading/improving the playgrounds on Monday 9th November. AR is also part of the sub-group. FOG group working to provide movable play equipment in the interim.</p> <p>Action 3.1.4: Bring forward plans for the £250 initial visit to the school by Grounds for Learning.</p>	GS & GW
3.1.5	<p>Vocational Evening SMT & PC keen to move forward with holding a vocational career evening, sharing information on vocational opportunities with parents and pupils</p> <p>Action 3.1.5: AR to move forward as PC representative, organising with the school the vocational evening.</p>	AR
3.2	HEADTEACHERS REPORT	
3.2.1	<p>Staffing Update</p> <ul style="list-style-type: none"> Stuart Connan – Technical teacher is retiring to be replaced by Lorna Gibson – Principle Teacher Technical Computing post – No applicants for that post. This department will need to be ‘facultised’ in line with current PKC policy; the Principal Teacher will be Business Studies/Computing. JD noted that computing taken as a subject is declining across Scotland. The successful candidate for the teaching post <i>Support for Learning</i> for the primary cluster has withdrawn. JD is looking at other options. Linda Barr P1 teacher is intending to leave. School will be interviewing for two primary teaching posts, one fixed term and one permanent. <p>Note: PC expressed concern about the loss of teaching staff at the school.</p>	NOTED
3.2.2	<p>Parental Consultation Evening Letters for the proposed Parental Consultation evening will be issued this week by the school.</p>	
3.3	PRESENTATION ON MATHS TEACHING AT THE SCHOOL	
	<p>IC the Principal Maths Teacher and VM DHT Primary provided a presentation on how maths is taught in both the Secondary and Primary school.</p> <p>Breadalbane Academy use Perth and Kinross Council's curriculum indicators as a guide to attainment within the Curriculum for Excellence (CfE).</p> <p>Action 3.3a: IC asked would parents/carers be interested in Numeracy and Maths classes being held at the school. PC to determine if this would be popular</p>	KW

Item		Responsibility
	Action 3.3b: IC to send Perth and Kinross Council's curriculum indicators website to PC	IC
3.4	PRESENTATION ON THE SCHOOL SQA RESULTS	
	JD provided a presentation on the school SQA results and how these compare with national and local results. There was a brief discussion of the issues around comparing SQA results.	
3.5	COMMUNICATIONS SUB-GROUP	
	Communications survey completed. Data to be presented at the November PC meeting.	
3.6	FOG (FUNDRAISING AND OPPORTUNITIES GROUP)	
	FOG will focus on fundraising and has separated out the opportunities elements (playground upgrade/outdoor Ed)	
	It was agreed that FOG/PC needs a LOGO.	
	Action 3.6a: KW to write a brief for Senior Pupils to develop a LOGO for FOG/PC	KW
	Action 3.6b: Letter asking teachers if they have anything they would like funded by FOG to go to JD	EB
	Action 3.6c: Email JD fundraising activities and dates	KW
	Action 3.6d: Letter explaining FOG to be sent out to all parents.	GS
	Action 3.6e: PC & FOG Flyer to be issued	KW
	Action 3.6f: Meeting with JD regarding Outdoor Education opportunities	EB
	Action 3.6g: Meeting with VM regarding FOG funding toys/games for Playgrounds	EB
3.7	PARENT REPRESENTATIVES	
	Sticky labels showing Parent Reps for each class have been attached to all primary children's homework diaries.	
	JD mentioned that there has been a complaint about the Parent Reps scheme from a parent.	
	Action 3.7: KW happy to contact any parents who are concerned about the Parent Rep scheme.	KW
3.8	ASN GROUP	
	JD has proposed that the sensory room is available on an ad-hoc basis from 3.30-6pm, weekdays until Christmas.	

Item	Action 3.8: AT there is a proposal to provide plain English information to allow parents to access services at the school.	Responsibility AT
3.9	COMANN NAM PARÀNT OBAR PHEALLAIDH	
	<p>Due to meet on Monday 2nd to discuss Secondary GME provision and also their feedback into the Statutory Guidance document being developed as part of the new Education Act at Stage 1 in the Scottish Parliament.</p> <p>JD had met with PKC Gaelic Development Officer Aileen Ogilvie.</p>	
3.10	AOB	
	<p>VM raised the issue that the school was concerned about the Bus Stop being blocked by parent's cars during drop-off and pick up. It was pointed out by a parent that the road/car park next to the school has not been 'adopted' by PKC roads department so no parking/penalty notices can be issued by wardens. Tickets issued previously had been found not to be valid.</p> <p>There was general concern about the dangers of children walking out between parked buses into a busy road/car park.</p> <p>Action 3.10a: JD will ask traffic officers from PKC to come up one morning and carry out a site inspection into the safety of the area at drop-off and pick up time.</p> <p>A parent had been told by the school office that only cash was acceptable to pay for a school trip costing hundreds of pounds. The school office also gave no receipt for this money when it was paid in.</p> <p>Action 3.10b: JD will investigate why the parents were told by the school office only cash was acceptable, and why no receipt was issued</p> <p>All school photo - what has happened to this? A cheque has been paid last term by a parent but no photo has been received.</p> <p>Action 3.10c: JD will investigate what has happened to the All school photo</p>	<p>JD</p> <p>JD</p> <p>JD</p>

Action Points Table - 27/10/2015 – Ongoing

Action Number	Action Description	Responsibility	Deadline
2.1.1a	<i>Parent Council (PC) will check back on proposed changes to the House System end of this session (June 2016)</i>	Karl Wright	01/06/2016
2.1.1b	<i>EB stated that it was difficult to get contact details for Registration Teachers. KW to get the contact details from NR</i>	Karl Wright	27/10/2015
2.1.2a	<i>Follow up to find out what is happening with signage</i>	Parent Council	27/10/2015
2.1.2b	<i>Take a photograph of obstruction to pavement</i>	Gina Wallace	27/10/2015
2.1.2c	<i>AT to forward details of signage and KW to ask Cllr Campbell</i>	Avril Taylor Karl Wright	27/10/2015
2.2.2	<i>School to bring along a CAT test to next PC meeting to show/explain the system</i>	John Devine	27/10/2015
2.4a	<i>Carry out communications survey Oct 2016 or March 2017</i>	Parent Council	01/10/2016
2.5a	<i>Format FOG letter</i>	Gill Steele	27/10/2015
2.5c	<i>At AGM have a list of all sub-groups and targets for FOG in the following year</i>	Parent Council	30/06/2016
2.5d	<i>Book Thrift Shop for Parent Council</i>	Tom Pringle	27/10/2015
2.9	<i>JD to determine what happened to the data</i>	John Devine	27/10/2015
3.1.2a	<i>IC requested are there any parents who use Minitab at work and would like to help at school.</i>	Parent Council	25/11/2015
3.1.3	<i>Cllr Campbell will follow this up with PKC transport department</i>	Cllr Ian Campbell	25/11/2015
3.1.4	<i>Bring forward plans for the £250 initial visit to the school by Grounds for Learning.</i>	Gill Steele & Gina Wallace	25/11/2015
3.1.5	<i>AR to move forward as PC representative, organising with the school a vocational evening.</i>	Andrew Rae	25/11/2015
3.3a	<i>IC asked would parents/carers be interested in Numeracy and Maths classes being held at the school. PC to determine if this would be popular</i>	Parent Council	25/11/2015
3.3b	<i>IC to send Perth and Kinross Council's curriculum indicators website to PC</i>	Iona Coutts	25/11/2015
3.6a	<i>KW to write a brief for Senior Pupils to develop a LOGO for FOG/PC</i>	Karl Wright	25/11/2015
3.6b	<i>Letter asking teachers if they have anything they would like funded by FOG to go to JD</i>	Emma Burtles	25/11/2015
3.6c	<i>Email JD fundraising activities and dates</i>	Emma Burtles	25/11/2015
3.6d	<i>Letter explaining FOG to be sent out to all parents.</i>	Gill Steele	25/11/2015
3.6e	<i>PC & FOG Flyer to be issued</i>	Karl Wright	25/11/2015

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3.6f	<i>Meeting with JD regarding Outdoor Education opportunities</i>	Emma Burtles	25/11/2015
3.6g	<i>Meeting with VM regarding FOG funding toys/games for Playgrounds</i>	Emma Burtles	25/11/2015
3.7	<i>KW happy to contact any parents who are concerned about the Parent Rep scheme.</i>	Karl Wright	25/11/2015
3.8	<i>AT there is a proposal to provide plain English information to allow parents to access services at the school.</i>	Avil Taylor	25/11/2015
3.10a	<i>JD will ask traffic officers from PKC to come up one morning and carry out a site inspection into the safety of the area at drop-off and pick up time.</i>	John Devine	25/11/2015
3.10b	<i>JD will investigate why the parents were told by the school office only cash was acceptable, and why no receipt was issued</i>	John Devine	25/11/2015
3.10c	<i>JD will investigate what has happened to the All school photo</i>	John Devine	25/11/2015