

Location: Breadalbane Community Campus

Time: 6:30 – 8:30pm

Chair: Karl Wright (KW)

Minutes: Libby Hughes (LH)

In Attendance

Barbara Vaughan (BV)	Karen Mackay (KM)	Elizabeth MacPhee (EMacP)
Elizabeth Leighton (EL)	Gina Wallace (GW)	John Devine (JD)
Andrew Pointer (AP)		Vicky Marshall (VM)

Apologies

	Fiona MacEwan	Karen Brown
Fiona MacDonald	Jane Carmichael	Emma Birtles Alison Steele

Item		Responsibility
8.1	LIBRARY PRESENTATION	
	<p>Karen Mackay (Library Supervisor) gave a very interesting and informative presentation about the services the Library offers and the work it does with the school.</p> <p>The library's main focus is development of reading, education, learning and research. Starting with the under 5s Bookbug Rhymetime sessions are offered both in English and Gaelic, book exchanges, story times and visits with the Nursery. There is also a Bookbug week each year with different themes.</p> <p>In the primary school, there is:- Weekly/fortnightly book exchanges with each class P1 book gifting (English and Gaelic) chatterbooks reading group Summer Reading Challenge author visits support of Teachers in ordering books for their topic work.</p> <p>Secondary School uses the following services:- Weekly/Fortnightly book exchanges Research skills sessions Topic collections eg Drama, History, English Ancestry online (History) Use of online resources (Oxford online, Encyclopedia Britannica, Scran, Theory Pro test – driving test)</p>	

Item		Responsibility
	<p>Author visits eg Science and English worked together to produce study guide after Nick Arnold visit</p> <p>Prefects run lunchtime clubs eg book club, Fan Fiction, Dungeons and Dragons</p> <p>ASN (Additional Support Needs)</p> <p>Weekly rhymetime session</p> <p>Work experience – helping in the library</p> <p>Paired reading – Jill Pearson</p> <p>Gaelic</p> <p>Rhymetime</p> <p>Wide range of books available to borrow.</p> <p>Bookbug bags to give out to Nursery</p> <p>This is in addition to the work that the library does with the public. An example of some of this is use of PCs in the library, hiring of the meeting room and laptops, working with the Museum, book groups and reminiscence groups.</p> <p>Karen asked for any other ideas to take forward. EL asked about peer to peer book reviews. KM to check if English still doing. KM also asked about involvement with Careers night and development/support of and use of students supporting IT sessions or other library groups.</p> <p>KW and AP both thanked Karen for the information provided and commended the library on the varied work they do. Information packs available can be given out next meeting.</p>	KM
8.2	MATTERS ARISING	
8.2.1	<p>Emma Burtles had asked if playground equipment had been ordered. VM confirmed that it had been and will be arriving soon.</p> <p>Asked if FOG can hold a food stall at Primary Sports Day, VM confirmed yes.</p>	
8.3	HEAD TEACHERS REPORT	
8.3.1	<p>Staffing Update</p> <p>Primary</p> <ul style="list-style-type: none"> Mairi Simmons – Pupil Support Teacher returning from maternity leave – end May 	

Item		Responsibility
	<ul style="list-style-type: none"> Appointed Emma Ickeringall (Teacher Support)– to allow teachers to have preparation time <p>This means primary will now have a full complement of teachers.</p> <p>Secondary</p> <ul style="list-style-type: none"> Ray McIntosh, Head of PE – retires at the end of Term 3 JD to advertise Head of PE and Outdoor Ed Gordon Murch retiring Mrs Carr leave of absence – supply teachers and Nicola Ross filling in <p>As a result SQA has an extension to deadlines for Art.</p> <p>Bridget McPhee (Gaelic GLPS) has now returned to work</p> <p>For advertising new jobs, the current thinking within education is to combine areas of mutual interest, i.e. Music & Drama. JD would like to advertise the PE position as Head of PE & Outdoor Education.</p> <p>Question raised EM can Mrs Shore do the whole department or would she be stretched if new replacement not music specialist...need more teachers?</p> <p>New Admin in office</p> <ul style="list-style-type: none"> Leanne Moore – maternity leave New staff – Fiona Gillis and Ruby Blair <p>JD also requested Probationer Teachers for English, Maths, PE and in the Primary (additional to core staffing) don't know if we will get.</p> <p>GW asked about Fiona MacDonald returning to work – no update.</p> <p><u>PRIMARY UPDATE</u></p> <p>Vicky explained there has been a change of lunchtimes in the dining hall. P1-3 goes first whilst P4-7 playing outside. Then P4-7 served once P1-3 eating. This will help reduce noise, queues, provide quicker service. On trial for a couple of weeks.</p> <p>AP asked can children eat outside to free up seats? Can children go up the area near the astro turf to play football...VM looking into.</p> <p>AP also raised query about the state of mashed potato. VM consulting with kids</p>	<p>JD</p> <p>VM</p>

Item		Responsibility
8.4	COMMUNICATIONS STRATEGY UPDATE	
8.4.1	JD presented the draft communication policy leaflet. Everyone asked to look at and comment on and feed back changes to John.	PC/KW
8.4.2	The aim is that it will be given out to parents so that they know how to communicate with the school	
8.4.3	This has been a very productive collaboration between school staff and parents.	
8.4.4	Elizabeth explained that another communication survey would take place 1 year after the implementation of the policy leaflet being in use.	
8.5	PARENT COUNCIL SUB GROUPS	
8.5.1	ASN Group No update	
8.5.2	Fundraising & Opportunities Group (FOG) Libby gave an update of the Art Project with the primary school. Working with a group of professional artists the entire primary school will create a self portrait monoprint. These will be mounted, wrapped and sold at the 5 th anniversary celebration (looked after by Donna Jenkins on the day). The best 3 prints in each class (voted on by the students) will be on display in the library during and leading up the celebration. All monies made will be put back into the primary school. Money requested from FOG for some materials. Lots of support from both VM and Donna Jenkins which is great.	
8.5.3	After Emma meeting with JD and VM it has been agreed to give FOG a page in the Newsletter to advertise and report on their fundraising activities and awards made. Also working on a more co-ordinated approach to fundraising with the school. The new playground equipment for the Primary School has been ordered and will arrive shortly. VM with pupil council will put an	
		LH

Item		Responsibility
8.5.4	<p>article in newsletter so everyone can see what was bought. LH to update EB.</p> <p>Gina updated the PC with the playground consultation with Grounds for Learning. They have now visited the school, met with JD, VM, support teaching staff, the children, the pupil council, MITIE. They have observed children playing and looked at the space available. They will now go and produce a plan of what the school can do to upgrade/overhaul the playground and the different tiers of cost involved to do this. It was a very positive meeting, both John and Vicky impressed with their professional approach. Great that children are involved with the consultation as well.</p> <p>Comann Nam Parant Obar Pheallaidh AP explained that they had a positive meeting with Donald McLeod (Council Gaelic Officer), Vicky Marshall and John Devine. There was some discussion over the Gaelic links used on the school website. This will be revised to see what can make the website more user friendly whilst also advertising Gaelic Medium more effectively.</p>	<p>VM/JD</p> <p>JD/AP</p>

8.6	ANY OTHER BUSINESS	
8.6.1	<p>Future of the Breadalbane Academy pipe band Gus Clarke has left and there is no-one to take over. Discussion over possible people who could do it – Graham Mulholland (peripatetic piping tutor)?</p> <p>AP pointed out that Scottish Government can provide 1 year free tuition for the chanter. Liason with Pitlochry to see if they have a pipe band. JD asking Fiona McKay about funding for this. Will continue investigating as an ongoing project.</p> <p>Ceildh Band Peter Butters no longer leading. Melyn Turnbull now leading. Strung, Drawn and Quartered supported Aly Bain and Phil Cunningham. PC agreed this is quite an achievement well done.</p> <p>Named Person special meeting 12 May This will explain the policy. Volunteers asked to advertise meeting. JD asked to invite guidance staff to attend. VM –</p>	<p>PC/JD</p> <p>JD/VM</p>

Item		Responsibility
	named person for primary school. Heath Visitor is for the Nursery, Vicky to invite.	

7.7	Date & Time of Next Meeting	
	Special Meeting about Named Person policy Thursday 12 May 7pm Tuesday 24 May 6.30pm AGM & coffee evening	

Action Number	Action Description	Responsibility	Deadline
7.4.2	Communications Policy Document added to April agenda.	KW	28.04.16 Completed
7.4.3	ASN Group issues regarding Communication Policy Document forward to JS asap.	JC	asap
7.5.2(a)	VM to check progress of new playground equipment.	VM	28.04.16 Ordered
7.5.2(b)	Meeting between FOG / JD / VM to discuss co-ordinating fundraising.	EB	28.04.16 Completed
7.5.2(c)	Check if FOG can have food stall at Primary Sports Day	JD/VM	28.04.16 yes
7.6.1	Publicise on website/facebook and via email Vocational Open Evening.	PC/KW/JD	21.04.16
7.6.2	AR to forward information to JD regarding Software Development Pilot Project.	AR	28.04.16
7.6.3(a)	Agenda item April PC – Breadalbane Pipe Band	KW	28.04.16 On agenda initial discussion taken place
7.6.3(b)	Invite feeder P7 parents and Breadalbane P7 parents to May AGM.	KW	24.05.16