

Location: Breadalbane Community Campus**Time:** 6:30 – 8:30pm**Acting Chair:** Emma Burtles**Minutes:** Alison Steele (AS)**In Attendance**

John Devine (JD)	Vicky Marshall (VM)	Elizabeth Leighton (EL)
Karen Brown (KB)	Karl Wright (KW)	Mariugz Frytek (MF)
Sandra McKinnon (SMack)	Tommy Pringle (TP)	Andrew Pointer (AP)
Gill Steele (GS)	Libby Hughes (LH)	Donna Jenkins (DJ)

Apologies

Andrew Rae (AR)	Mel Nichol (MN)	Cllr Kate Howie (Cllr H)
Cllr Barbara Vaughan (Cllr V)		

ITEM		ACTION
1	WELCOME	
	Emma welcomed everyone to the meeting, acknowledged apologies and noted items for AOCB. It was mentioned that Alison Forsyth will produce an article for the Quair to highlight the work of the Parent Council (PC) and seek more parental involvement.	AF
2	MINUTES OF LAST MEETING	
2.1	Accuracy Previous minutes were noted as a true reflection of the meeting.	
2.2	Matters Arising & Actions No matters arising. Action to advertise for a BAPC Chair no longer required.	
3	FUTURE MEETINGS	
3.1	Proposal for the Protocol of Future Meetings It was agreed by a few members of the PC that stricter housekeeping of each meeting was required, to limit the length, adhere to the agenda and quell lengthy discussion of inappropriate matters. A brief summary of these proposals which were all agreed by PC are: Housekeeping - each sub-group; ASN, FOG, Comann nam Parant, PC Communications, Primary Playground & School Communications, (and any other sub groups appropriate) will produce a very brief report 7-10 days	

	<p>prior the PC meeting, that will be send out with the agenda. Discussion at PC meetings involving these sub-groups will only involve urgent or decision making matters. Each sub-group to nominate a contact person.</p> <p>‘Friends of Breadalbane’ an account initially set up with the same office bearers as the PC to apply for 1 SSE Griffin grant, now also a potential subgroup as more funding has been sought through this group. Discussion outwith this meeting to appoint office bearers and arrange formal meetings.</p> <p>Any Other Competent Business (AOCB) items to be raised prior to the meeting, where possible, and added to the agenda. Items added at the beginning of the meeting will be addressed quickly if possible or carried forward to the next meeting.</p> <p>JD suggested that the school can send a Groupcall reminder prior to PC meetings seeking AOCB items.</p> <p>Pupil Involvement with PC meetings suggested and JD confirmed that he would like some involvement from pupils in future.</p> <p>Alternating PC Meeting Focus between Primary and Senior School – all agreed a good idea, with 1-2 meetings having a Primary or Senior School focus.</p> <p>Moving location of PC meeting to Dunkeld and Pitlochry to encourage involvement from a wider audience also agreed by all and an action was noted to schedule a meeting each in Dunkeld and Pitlochry this school year 2016-2017.</p> <p>PC Communication requires a dedicated person to oversee the social media side of our communication, plus advertising via posters, flyers etc. PC agreed that 2 roles should be created. A senior pupil with an interest in Graphic Design to create new PC posters with meeting dates, plus event posters as and when required. Plus, a parent/carer to administer social media.</p> <p>Topics for the Coming Year were voiced and agreed upon:</p> <p>Primary – Playground, PE, Languages</p> <p>Senior – Facultisation, budget cuts & impact of staffing</p> <p>Through-school -Development Plan, Outdoor Education, Social Events for pupils, parents & staff, Pupil Councils.</p> <p>Staff and parents to suggest other ideas.</p>	<p>EB/TP/KB</p> <p>JD</p> <p>AR/EB</p> <p>AR</p> <p>KW & AF</p>
3.2	<p>Definition of Sub Groups & Nominated Contact</p> <p>Additional Support Needs (ASN) – Jane Carmichael</p> <p>Comann nam Parant – Gill Steele</p> <p>Fundraising & Opportunities Group (FOG) – Emma Burtles</p>	

	Parent Council Communication – vacant Primary Playground – Gina Wallace School Communications – Elizabeth Leighton & Mel Nichol																																																																									
4	PARENT COUNCIL ELECTIONS																																																																									
4.1	Chairperson – Andrew Rae nominated by Elizabeth Leighton and seconded by Gill Steele. Duly nominated.																																																																									
4.2	Vice Chair – Emma Burtles and Elizabeth Leighton nominated by Gill Steele seconded by all PC. Duly nominated.																																																																									
5	MEMBERS REPORTS																																																																									
5.1	<p>Headteacher</p> <p>JD gave a presentation to PC on Staffing, Attainment, Challenges, Plan 16/17. Synopsis as follows:</p> <p>Staffing - 11 new members of staff joined Breadalbane Academy for the start of 2016/2017 year, including Head of PE/Outdoor Ed., Scott Douglas, Sam Thorne, Performing Arts, Mrs Robinson, Computing, Yvonne Robertson Art, Monica Warne, Maths. 3 Probationary teachers joined PE, English and Primary. A vacancy still exists in Primary.</p> <p>Attainment –</p> <p>S4</p> <table><tr><td></td><td colspan="3">Summary for 5@5</td></tr><tr><td></td><td>13/14</td><td>14/15</td><td>15/16</td></tr><tr><td>Breadalbane</td><td>44%</td><td>42%</td><td>36%</td></tr><tr><td>PKC</td><td>44%</td><td>44%</td><td>44%</td></tr></table> <p>S5</p> <table><tr><td></td><td colspan="3">Summary for 1@6</td><td colspan="3">Summary for 3@6</td><td colspan="3">Summary for 5@6</td></tr><tr><td></td><td>13/14</td><td>14/15</td><td>15/16</td><td>13/14</td><td>14/15</td><td>15/16</td><td>13/14</td><td>14/15</td><td>15/16</td></tr><tr><td>Breadalbane</td><td>59%</td><td>56%</td><td>60%</td><td>31%</td><td>35%</td><td>41%</td><td>17%</td><td>18%</td><td>18%</td></tr><tr><td>PKC</td><td>58%</td><td>58%</td><td>58%</td><td>37%</td><td>36%</td><td>39%</td><td>19%</td><td>20%</td><td>18%</td></tr></table> <p>S6</p> <table><tr><td></td><td colspan="3">Summary for 1@7</td></tr><tr><td>%</td><td>13/14</td><td>14/15</td><td>15/16</td></tr><tr><td>Breadalbane</td><td>28%</td><td>24%</td><td>34%</td></tr><tr><td>PKC</td><td>24%</td><td>27%</td><td>27%</td></tr></table>		Summary for 5@5				13/14	14/15	15/16	Breadalbane	44%	42%	36%	PKC	44%	44%	44%		Summary for 1@6			Summary for 3@6			Summary for 5@6				13/14	14/15	15/16	13/14	14/15	15/16	13/14	14/15	15/16	Breadalbane	59%	56%	60%	31%	35%	41%	17%	18%	18%	PKC	58%	58%	58%	37%	36%	39%	19%	20%	18%		Summary for 1@7			%	13/14	14/15	15/16	Breadalbane	28%	24%	34%	PKC	24%	27%	27%	
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	<p>Challenges – 2 challenging areas for the up and coming year:</p> <p>National Guidance on Curriculum for Excellence</p> <p>Industrial Action</p> <p>Scottish Government have stated that:</p> <p><i>“While teachers worked hard to introduce CfE, it has brought unnecessary – and unintended – workload demands and pressures.</i></p> <p><i>We need to make the whole CfE framework much clearer and simpler. Too many documents and too much guidance have accumulated as CfE has been implemented. “</i></p> <p>JD added that Government say they will provide guidance on achievement of CfE however this in itself will be more paperwork and as Head he will have the task of sifting and prioritising essential data.</p> <p>Teaching Unions are in dispute with the SQA – <i>“The focus of this dispute is essentially a withdrawal of cooperation with the SQA as it is SQA processes and procedures which have been identified as the key drivers of excessive workload”.</i></p> <p>A member asked if Industrial Action could impact on senior pupils in the coming year. JD commented that SQA could grind to a halt. Teachers are heavily involved in the design, marking, reviewing and implementing of exam papers. In his opinion, the situation will not be allowed to be prolonged but he will have discussions with staff regarding this issue.</p> <p>Key Ideas 2016/2017</p> <ul style="list-style-type: none"> - <u>Vision, values and aims</u> - <u>Pupil Voice</u>: in learning and leading - <u>Expectations</u>: tracking and assessment, use of data, numeracy in primary - <u>GIRFEC</u>: employability, outdoor education, timetable review. <p>(GIRFEC – Getting It Right For Every Child)</p> <p>Question from SMack regarding the Breadalbane S4 results compared with PKC average; have our children been let down? Are there weaknesses? JD a bit disappointed with the drop from 2014/15 figure to 2015/16 but pointed out that there can be a big differential in ability in the cohort and individually, and that there will be a challenge to maintain this years’ S5 attainment next year.</p> <p>KW asked regarding the challenges for the coming year, if there is anything PC could help more with going forward. Outdoor Education was JD’s reply.</p>	
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5.2	<p>Additional Support Needs (ASN)</p> <p>Ship & Splash have now started to provide a Youth Club on Thursdays for children and young people. All children with ASN welcome.</p> <p>Subsidised riding and swimming lessons are now available.</p> <p>A monthly meeting takes place at the same time as the Youth Club, 6.30-8pm.</p> <p>A grant application has been submitted to SSE Griffin for a three year rolling grant for the ASN children to provide ongoing activities such as swimming, riding, Biscuiteering, canoing, etc.</p> <p>Further communication of these activities needed throughout Primary and Senior school. Add to Facebook, emails and Newsletter.</p> <p>Enquiries ongoing with Ship & Splash about an October playscheme.</p> <p>£400 grant awarded to have someone give training on sensory process. Trainer need as allocated one now not available.</p>	
5.3	<p>Comann nam Parant</p> <p>First meeting of new school year held on 28th August.</p> <p>5 year anniversary celebration event will be held on 4th November 2016. Minister for Education, Mr John Swinney has confirmed he will attend. This is a chance for the school to showcase its Gaelic education and the school as a whole. Itinerary to be confirmed.</p> <p>Meeting to be arranged with Sheena Devline, Head of Gaelic Education, PKC and other interested parties to discuss the long term provision of Gaelic.</p> <p>Meeting with JD to discuss Senior school provision also required.</p> <p>Circus skills Day for all kids in Primary being organized.</p> <p>£1600 available to fund Family Weekend Festival in conjunction with MOD. Events will be held in Aberfeldy Town Hall on Sat and Sun.</p>	
5.4	<p>Fundraising & Opportunities Group (FOG)</p> <p>First meeting this school year will be 7th Sept when a calendar of events will be compiled.</p> <p>Application process for funds tightened with new form and process. Emma will send to school so they can be sent out.</p> <p>Tightened financial process.</p> <p>Priorities for funding will be Outdoor Education and Primary Playground.</p> <p>The Primary Art Project was well received by the children and a great opportunity for them to meet local artists and make something of their own. Still to finalise funding figures for this project.</p>	EB

5.5	<p>Primary Playground</p> <p>The aim is to improve the Primary Playground giving all the children a fun and exciting place to play in.</p> <p>Pupil Council met with 'Grounds for Learning' to look at their proposals for the playground. Pupils extremely happy and excited about the plans.</p> <p>PC also met with 'Grounds for Learning' and we will be applying for funding grants to help meet the costs of this project.</p>	
5.6	<p>School Communications</p> <p>The communications group worked with the school mgmt. team to help improve communications between parents, carers and the school. After a survey in the autumn of 2015 improvements have been made. We now have a termly Newsletter, improved website, increased number of email communications with parents and a policy which will set out expectations for responses to inquiries to the school.</p> <p>School communications is a work in progress and feedback is always welcome.</p> <p>A second survey will be carried out in the Spring of 2017 to assess parents views and identify any further needs for improvement.</p>	
6	ANY OTHR COMPETENT BUSINESS (AOCB)	
6.1	<p>Non Punishment Discipline Policy – Andrew Pointer</p> <p>This item will be discussed at the future BAPC meeting.</p>	AR
6.2	<p>Named Person – Karl Wright</p> <p>Karl to email his full question to JD and this item will be addressed at a future meeting.</p>	AR
6.3	<p>Parent Pay – Sandra MacKinnon</p> <p>Although Parent Pay method good when crediting monies for lunch or trips, Home Economics not on system therefore payment of this terms' fees not possible, although letter to parents advised they could pay via Parent Pay.</p> <p>Improvements need to be made to the system and checks done to make sure when parents asked to use Parent Pay they can do so.</p>	JD
6.4	<p>S5 & S6 Contract – Sandra MacKinnon</p> <p>S5/6 pupils are being asked to sign a contract. What for, why?</p> <p>JD responded. It is not uncommon to have an agreement between senior pupils and the school. There is no legal requirement for senior pupils to attend and many drop courses when conditional university places are</p>	

	<p>offered. Many senior classes are small in number and it is discouraging when people drop out or fail to attend classes. It is felt that senior pupils have a duty to model good behavior, adhere to uniform policy and as they have made the choice to continue at school, they should be committed to doing so. However, they do not have to sign the contract.</p> <p>JD is happy to talk to anyone personally about this, will share the letter with PC if needed and apologies if the tone of the communication offended anyone.</p>	
6.5	<p>Signage – Andrew Pointer</p> <p>PKC promised signs within the campus in English and Gaelic would be in place last Easter holidays. Nothing has happened.</p> <p>JD will check status for next meeting.</p>	JD
7	DATE AND TIME OF NEXT MEETING	
	<p>Wednesday 28th September @ 6.30pm Breadalbane Community Campus</p> <p>Future Meeting Dates:</p> <p>Thursday 27th October</p> <p>Tuesday 29th November</p> <p>Wednesday 25th January</p> <p>Thursday 23rd February</p> <p>Tuesday 28th March</p> <p>Wednesday 26th April</p> <p>Thursday 25th May (AGM)</p>	

Action Number	Action Description	Responsibility	Deadline
001	Article in Quair	AF	Next Publication
002	Create 'Friends of Breadalbane' subgroup	EB/TP/KB	28.09.16
003	Groupcall seeking AOCB items 10 days prior to each PC Meeting	JD	Monthly
004	PC Agenda with primary/Secondary Focus	AR/EB	28.09.16
005	Schedule Dunkeld & Pitlochry PC Meetings	AR	28.09.16
006	Recruit 2 positions for PC Communication	AR/AF/KW	28.09.16
007	Forward new FOG application forms to school	EB	asap
008	Add to next agenda 'Non Punishment Discipline Policy'	AR	28.09.16
009	Add to next agenda 'Named Person'	AR	28.09.16
010	Check Parent Pay accepts all payments requested by school	JD	28.09.16
011	Check status of Signage	JD	28.09.16