

Harlaw Academy

Parent Council Meeting/AGM

Wednesday 22nd June

6.30pm @ Harlaw Academy & online via Google Meets

<u>Agenda Item</u>	
<p>1. <u>Welcome and Apologies</u></p>	<p>Welcome: Catriona (Chair) welcomed and thanked everyone to the meeting.</p> <p>Attendees: In person - Catriona Allan, Lyndsay Hay, Ross McLaren, Kevin Rinchey, Veronica Strachan, Angie Nicol, Laura Murray, Graham Balance, Val Esslemon, Christian Allard, Ahashan Habib</p> <p>Attendees: On-line – Lorraine McCoig, Emma Williams, Katherine Anderson, Tony Alexander, Lee Fairful</p> <p>Apologies: Ruth Adair, Rachael Price, Elaine Reid</p>
<p>2. <u>Appointment of office bearers</u></p>	<ul style="list-style-type: none">• Chair: Proposed = Lyndsay Hay Approved- Veronica, Second – Angie• Vice Chair = Angie Nicol Approved – Veronica, Second – Lyndsay• Secretary – looking for this position to be filled• Elected members – Ruth Adair Approved Angie, Second Veronica Catriona Allan Approved – Lyndsay, Second – Veronica Ahashan Habib Approved – Angie, Second - Veronica
<p>3. <u>Previous minutes & approval</u></p>	<ul style="list-style-type: none">• Careers fayre – Ruth and Catriona looking to work on this between October and December 2022. Have been in touch with Aberdeen University and they would like a date given to them rather than then giving us one. Look at a separate senior phase event to help with personal statements, etc.• Calendar of events – Angie to send to Lyndsay• Portal feedback – Laura been on valuable training. Now knows how to do this and it will be added on the website and notifications will be sent to school email address. A separate one will be one set up for public behaviour complaints.• Transfer of funds from Easy fundraising – 2 transfers have been given. These are on top of the funds we have raised and payments from them for new customers.

	<ul style="list-style-type: none"> • Quiz night – Catriona and her husband happy to hold a fundraiser. Date to be confirmed. • Quads – opened event on 21.06.22 it went well. In summer, 4 new high benches will be put in as a classroom workbench and a chalk outdoor board at the end of each bench. • Asked as a body to sit on Learning and Teaching forum group – 4 parents attended and there will be an update from Mrs Rennie. • Quad 1 & S1- murals – work done with incoming and outgoing S1 pupils about what they would like in their playground. Discussion around football table and table tennis tables • APCF are still looking for a chair and a treasurer – if you are interested, please get in touch <p><u>Minutes missed</u></p> <ul style="list-style-type: none"> • How do we capture the students who have left before S6? Could it be something that's done before the exam period to engage them in former pupils etc? <p>Mrs Esslemont is working on this. Trying to see S4-S6 pupils that have left at this time is difficult. Will have a better picture after summer break.</p> <p>As a parent body we need to look at working on the former pupils to make this more available to students. The former pupils used to have something that was handed out to leavers. The school need to improve on identifying those who leave in S4 – S5 and look at an event for the leavers in the June time.</p> <p>FPs are aware that they need to introduce others to the group from different age groups. How do they communicate with that?</p> <p>There is an unofficial Facebook page for Harlaw FP's. Ross and Kevin to have a conversation around this.</p> <p>Look at having a fundraiser for the FPs within the school and empower the senior pupils to engage.</p> <p>Minutes Approved: Veronica</p> <p>Minutes Seconded: Angie</p>
<p>4. <u>Treasurer's report & appointment of auditor</u></p>	<ul style="list-style-type: none"> • £7837.07 in account now • All S6 money has now been removed • Looks like we have made a loss this year since April of £1000 but this is due to the S6 leavers money • £3295.84 income - Just Giving mainly.

	<ul style="list-style-type: none"> • Spent - £770.49. mainly on HOPP project • £2525.35 profit so far • £1000 will be coming from Shell and will be used for table tennis • £3000 for high rise benches to go also • £765 from Former Pupils (Alison Skene's year group) to give to the school project • Accounts have been audited and sent to Aberdeen City Council and we have received our funding of £200 for Parent Council. This is lower than usual and is due to the Connect Insurance that ACC has paid on behalf of all ACC Parent Councils • Auditor (Jamie Drummond) is happy to do this again Approved – Veronica Second - Angie
<p>5. <u>Chair Report</u></p>	<ul style="list-style-type: none"> • APCF – have attended all meetings in this year. There are low staffing vacancies across the cities which is great news. Lyndsay, Lorraine and Catriona have all had training. Learnt about the school estates review which has been delayed. APCF have asked Andrew Jones to attend next meetings in September to advise how the review is going to move forward. Rachael has taken on work about polling stations. Some schools are still being used – looking to see how other buildings are selected. • NPCF – Rachael and Catriona are reps for Aberdeen City. Had been quiet until recently when chair had stepped down recently. New chair has now been appointed so this will get busy again. Scottish Government have problems with lack of diversity across all groups. Donna and Rachael are going to look at this within Aberdeen City. • School – sat on various consultation groups and interview panels in last academic year. Also paid for the author visit. <p>A big thank you from Catriona to everyone who has helped her within her role.</p> <p>A huge thank you from the school also.</p>
<p>6. <u>HOP/ Fundraising Report</u></p>	<ul style="list-style-type: none"> • £15,000 raised through HOP over the past 2 years. • £5930 our Just Giving page • £693 Easy Fundraising – share the toggle with reminders • £261.83 – Co-op • Ideas of how to engage to get people to sign up • Tesco – reshare the link with school and on social media • Uniform Recycling event – very busy last night obviously needed and appreciated. PE kit continually in demand. Former Senior Prefects to put a call out to their year group. Huge amounts were taken by individuals – think how we are to run this going forward – token system, small item price. Perhaps look at running this as a separate event to the P7 Parent Transitions event. Uniform Stock take to be undertaken on before putting

	<p>out call for more. Laura to look at the fund on online sales. £132 raised</p> <ul style="list-style-type: none"> • Welcome event – car boot, food event, etc • Quiz night x 2
7. <u>School Report</u>	<p>Staffing – Morag Urquhart in Science is retiring. Position filled - Shona Forrest from Renfrewshire. Anne Douglas – EaL Depute to retire at the end of this year. SfL member of staff moving on from education Alan Thain – moving on to another school Eilish Paisley from PE leaving as Jill Smith is returning from secondment. Mr McCurdy Modern Languages is moving to Dyce. 7 NQT's (newly qualified teachers) in place for 2022/2023 – English, Art, Chemistry, Modern Studies, Music & Gerography PTG Team - Lauren Lawson took early maternity and will return. Erin Kermath is taking on promoted post. Jane Lawrenson is acting guidance for new S2 year group. Gillian Strudwick covering Ashleigh Wilson -she will continue S5 & S6 and Ashleigh will take on P7's.</p> <p>Accelerate Programme – Ashleigh will take on Crew (form) part of this. Negotiating with ASG's to take P7's away for a week fully funded to Dalguise. Parent Council meeting with ASG PC's. Toilets are being refurbished in the holidays – the contractors have already been on site. Work in October on safeguarding the building. Decoration in classrooms, etc</p>
8. <u>Former Pupils</u>	N/A
9. <u>AOB</u>	<ul style="list-style-type: none"> • Treasurer role – needs to be looked at with the S6 finances being put into the Parent Council account. It adds a lot of work to the role. It had £8225 paid into an account in 4 months. Would it be possible to investigate a school fund for this? Further investigation to be done and will feedback. • Trips happening again. Funding from ACC is available for those who cannot afford trips. • Parents night – online is a preferred model but survey will be redone. Working Time Agreement Group suggested a hybrid model which could pose lots of issues. Perhaps target specific years as a trial. • Lyndsay to share the calendar of meeting dates. Lyndsay to book in dates for lets

10. <u>Date of next meeting</u>	<ul style="list-style-type: none">• <u>28th September 2022</u>