

**Minutes of the Grantown Grammar School Parent Forum.
Held at the school on Tuesday 24th September 2013**

Apologies

Chris and Kate Bremner
Robert Brown
Katherine Talbotheigh
Stuart and Louisa Cockram

Present

Giles Baker	Chair, Parent Council
Irene Carson	Head Teacher
Karen Smith	Treasurer
Lindsay Coleman	Clerk
Ene-Karmen Forsyth	Vice Chair, School Dynamics
Sally Pilkington	Vice Chair, Fundraising
Ollie Bray	Depute Head Teacher
Andy Liggat	
Anne Sullivan	
Elaine Cullen	
Lynne Stephens	
Catherine McAuly-Brand	
Jaci Douglas	
Alix Harkness	
Naomi Miles	
Debbie Strang	
Zoe Cooke	
Vicky Cowan	

Parent Forum Meeting:

1. Acceptance of minutes from the 27th August 2013

Proposed by Andy Liggat
Seconded by Ene-Karmen Forsyth

2. Overview of the last year – Giles Baker

Giles paid tribute to how well the school had been run, meaning there were less issues for the Parent Council to deal with.

Ene and Giles are nominated to be on the panel which nominates DHT appointments.

Average Parent Council meeting numbers are 8.25 or 9 if excluding the 'snow' day. 3 schools with rolls of 672 to 838 have parent attendances, excluding the winter, of 4,7and 8.

There has been a review on the style of meetings and it was agreed that the August Open Forum was a great success and should be repeated on an annual basis. However some formality is required occasionally to abide with charity regulations. The Policy and Planning meetings will now be renamed 'School Dynamics' and this and the Fundraising group will meet separately throughout the year with a couple of more formal joint meetings.

Outside of the meetings a lot has continued:

1. The discos are manned
2. The Council have been more involved in bequests which have helped the school, as they are worth 25% more if we do so.
3. Processed our first grant from another charity albeit the charity was sought out by a parent who is also a teacher.
4. Tracking and purchasing of Kindles for the school.
5. Updated our web communications so they will be ready to roll at the start of the next term in October.
6. We've encouraged the school to hold events such as an Internet Awareness seminar which was extremely valuable. We are campaigning for another on road safety despite the difficulties caused by police reorganisation.

There are 6 people willing to be an Office Bearer and Giles volunteered to carry on as Chair if people would like.

Giles finished with a huge thank you to the volunteers who have helped out and in particular to two people leaving the group – Ollie Bray and Andy Liggat. A present was then presented to Andy.

3. Financial Report – Karen Smith

Accounts are with Ann Shield at present. Bank balance is approx £7000. There has been a good uptake this year on the Lucky Numbers. The disco money hasn't been recorded yet. Overall the group has raised more money this year but has also spent a bit more.

4. Appointment of Accounts Examiner for the 13-14 accounts

Ann Traill of VABS
Proposed – Sally Pilkington
Seconded – Catherine McAuly-Brand

5. Volunteers as Parent Council Members (Trustees)

Giles Baker, Catherine McAuly-Brand, Jaci Douglas, Karen Smith, Zoe Cooke, Sally Pilkington, Debbie Strang, Alix Harkness, Lynne Stephens, Ene-Karmen Forsyth, Anne Sullivan volunteered.

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Irene Carson	Head Teacher
Karen Smith	Treasurer
Lindsay Coleman	Clerk
Ene-Karmen Forsyth	Vice Chair, School Dynamics
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Anne Sullivan
Elaine Cullen
Lynne Stephens
Catherine McAuly-Brand
Jaci Douglas
Alix Harkness
Naomi Miles
Debbie Strang
Zoe Cooke
Vicky Cowan

6. **Appointment of Chair - Giles Baker**

Proposed by Ene-Karmen Forsyth
Seconded by Sally Pilkington

7. **Introductions** – each person of the group present introduced themselves.

At this point Debbie Strang mentioned that in the Primary School Parent Council Office Bearers can only take the role for 3 years and suggested that this may be a good idea for this Parent Council. There was positive agreement and this will now be amended in the Constitution at an EGM.

8. **Volunteers to be members of a Fundraising Group**

Sally Pilkington, Catherine McAuly-Brand, Jaci Douglas, Lynne Stephens and Giles Baker.

9. **Volunteers as Members of a School Dynamics Group**

Ene-Karmen Forsyth, Giles Baker, Jaci Douglas, Catherine McAuly-Brand, Vicky Cowan, Zoe Cooke, Anne Sullivan and Debbie Strang.

10. **Volunteers as Members of a Communications Group**

Alix Harkness, Naomi Miles, Lynne Stephens. Giles offered to help.

11. **Appointment of Vice Chairs to lead groups**

Fundraising – Sally Pilkington
Proposed by Karen Smith, seconded by Debbie Strang
School Dynamics – Ene-Karmen Forsyth
Proposed by Debbie Strang, seconded by Anne Sullivan
Communications – Pending at this time

12. **Appointment of Secretary / Clerk**

Lindsay Coleman
Proposed by Sally Pilkington, seconded by Ene-Karmen Forsyth

13. **Appointment of Treasurer**

Karen Smith
Proposed by Sally Pilkington, seconded by Catherine McAuly-Brand.

14. Appointment of Signatories to the bank accounts

Giles Baker, Ene-Karmen Forsyth, Karen Smith

Additionally Sally Pilkington proposed by Giles Baker and seconded by Karen Smith.

15. Acceptance of past minutes

Proposed by Karen Smith and seconded by Andy Liggat

A refreshment break followed.

16. Report Back from Open Forum: Tuesday afternoon activities

Jaci Douglas had raised this issue at the Open Forum and so Irene Carson then presented the reasoning behind these Tuesday afternoon activities.

She presented the 'Curriculum framework to meet the needs of all learners 3-18' and demonstrated some key areas that are now being covered within these afternoons. The time is structured but enables the school to react when an opportunity arises, such as the Commonwealth Games posters that some of the children are working on currently.

Field trips have blossomed with teachers from different subjects uniting to demonstrate to the children how their subjects can be used in a broader sense and not just strictly in the classroom for exam purposes.

She admitted that the first year had seen some teething problems with organisation but this year it is working well. The school is working with outside industry and visiting such places as Cairngorm Mountain. There is time for the pupils to take part in cross country, skiing, biking, and swimming, get fit sessions, dancing. There are lots of presentations including subjects such as drugs and budgeting.

These afternoons cover the PSE and PE programmes without taking time out of the curriculum. Irene believes that last years better overall results are more than likely due to the introduction of these afternoons.

There has been a lot of feedback, mostly very positive, from the Student Council and other children. Each time they do something new, they get feedback. Being outdoors is proving very popular.

Jaci voiced concern that this positivity isn't getting to the parents so some of them are worried. She asked if an overview could be sent to them. Irene pointed out that it is always in Grapevine and she would always be happy to show any parent around the school on a Tuesday afternoon if they would like. Giles suggested that the Communications group also look at getting the message out to parents.

Action – Communications Group

17. Spending Issues:

Janitors House – Jaci Douglas reported that Highland Council still needs to do a feasibility study but will get back to the school by the end

of October. Once this is done, Jaci will be looking for extra funding for this project. Giles volunteered the Parent Council as a possible source of funding, if it could source a grant from another charity.

Projector – Olly suggested an expenditure of up to £2500 is required for a new screen and rear projector. Giles proposed that he and the vice chairs be empowered to make a grant up to this amount. All agreed.

Engraving – The School Captains approached Imrays the Jeweller who subsequently did the school engraving. This fulfilled our desire to support a local business but will need to be reviewed to establish if it meets the second objective of being good value for money.

18. **School Dynamics issues:**

Awareness evenings

Internet Safety meeting will be Monday 30th September at 7pm. The whole school received a letter.

Drug Abuse evening to follow next term

Road Safety – The Seat Belt Slider event - This is now unlikely due to the restructuring of the police force and the size of the equipment involved. However Jaci informed the group that they are looking to do a Young Driver evening. Jaci will email Giles the details of who he should contact and the event will be planned for March 2014.

Action - Jaci

Teenage Brain – Jaci contacted the organiser who is very happy to come and talk on a Mon or a Tue evening if the Parent Council organise and promote it. This will run during the summer term, perhaps May.

19. **Communications Issues:**

Commonwealth Games – Initial tickets sales have now been closed until the second round go on sale. Lynne Stephens asked Irene Carson to let the group know if the school is offered complimentary tickets.

Web Communications Update

The new group will meet on the 22nd October and thereafter will be launching the new Facebook page.

20. **Information from the Vice Chair, Fundraising**

Sally Pilkington explained that she will be very tied up with panto and ongoing meetings will be small and informal. She will be in touch with the group regarding the first meeting after the October holidays.

Action – Sally

Jaci volunteered to help with Doodle Pole, a calendar app useful to arrange forthcoming meetings.

21. **Appointment of Representatives to Craig Maclean Leisure Centre Committee**

It was agreed that Vicky Cowan would replace Sally Pilkington and would be representative alongside Sandy Allen.

22. Date of next meetings:

Fundraising – Sally to organise for a Wed/Thur after October holidays
School Dynamics – Wed 13th Nov - 7pm-8.30pm at the school.

Parent Forum – March 2014, (for the constitutional amendment regarding time as an Office Bearer) Lindsay Coleman to Doodle Pole dates in the New Year.

23. AOB

Catherine McAuly-Brand voiced appreciation at the University talk that had taken place and hoped that it would be run regularly for S4 too. It was discussed that February would be a good time to run it, before options are decided.

Lucky Numbers – September 2013

1st – No 11, Eleanor Tregaskis

2nd – No 43, G Smith

3rd – No 12, Kathryn Bremner

The meeting closed at 9.30pm