

Knox Academy

Parent School Partnership



MINUTES

DATE: WEDNESDAY 30TH APRIL 2008 (6PM)

PRESENT: J Ramakers (Chair)
C Hall
T Holden
F McKenzie
K Robertson
I Smith
M Wyllie
J Craig (Head Teacher)
S Ingham
K Anderson
L McInnes
L Ramakers

APOLOGIES: N Davidson (Clerk)
R Cleat
A McDougal

1. Interactive Whiteboard Demonstration

Thanks to L McInnes for the demonstration.

2. Minutes of the Last Meeting

The minutes of the last meeting were agreed to be true and accurate reflection of the meeting.

3. Matters Arising

SPTC

Decision made not to take up the membership offered.

STACS

J Craig to ask Colin Sutherland (Head Teacher @ North Berwick) to be involved in this given his expertise with the STACS system.

4. Mail Received

Budget Statement (V McIntyre)

Unspent monies from 2007/2008 (£340) have been credited to the school. To be used to produce Knox News for the Cluster Primary schools.

PSP to investigate setting up a separate bank account; V McIntyre to be asked why such an arrangement is required.

Action: N Davidson

EL Association of Parent Council Members

Meeting taking place on 5th June (7pm) at John Muir House. I Smith hoping to attend.
Minutes of previous meeting received.

Training Programme

Copy distributed.

Disclosure

Letter received from D Ledingham re: disclosure of Parent Council members.

Planning Group for Education Budget 2009/2010

Letter received from D Ledingham re; planning group inviting 2 parent representatives to a meeting on Tuesday 27th May 9.00-12.00hrs. I Smith nominated by Kings Meadow. F McKenzie nominated by Knox; N Davidson to notify M Horsburgh.

Action: N Davidson

Clerk

Letter of resignation received from N Davidson. The Partnership thanked N Davidson for her hard work and contribution.

5. Action Plan

Detailed discussion held over until the next meeting.

6. Chairperson's Report

See point 4 above.

7. Head Teacher's Report

Staffing

Long term absence: A Woodward, L Francis

Maternity leave: L Adam, R Smith (both returning in May) and L Jones

Appointment: J Fleming has been appointed teacher of Geography at Hawick.

One member of staff has been declared surplus.

Have requested NQTs for next session and should hear about these next week.

Budget

Some figures have been presented to staff but things are changing all the time.

The efficiency savings will have to come from staffing and will be approx £60k (=2 members of staff). Until the figures have been looked at in detail, we cannot confirm where the savings will be made. There have been several 'false starts' with the budget papers for session 2008/09 and a full report will be tabled as soon as possible.

Session 2007/08 paper discussed: to give a flavour of where the money 'goes', all budgets will be reduced and the school is looking at ways to save money ('true' efficiency savings). E.g. lease a mini-bus to counter high excursion costs, looking at an alternative to the prospectus etc.

Session 2008/09

Currently analyzing the S5/6 choice. A few classes will not run as not enough pupils opted for them (this is usual), a full picture will only emerge after the S3 choice (mid-May). Once the detail is known J Craig will be meeting with the relevant HoDs/PTs and report back to the PSP.

Events that have taken place

- School Concert: 19 March
- Last day of term: swimming gala
- Showcase Concert: 7 March
- Visit from Swedish teachers: 6 March
- Tour of school by members of the PSP: 6 March
- S2 Information Evening: 10 April
- Civic Reception for the Cadets Centenary: 12 April

Forthcoming Events:

May is a very busy period.

- S4 Study Leave and exams: from 1-28 May
- S2 Coursing Days: 1,2,8 & 9 May
- S6 Study Leave and exams: from 14 May
- S5 Study Leave and exams: from 14 May – 5 June
- East Lothian Youth Games: 15 May
- Activities Week: w/c 19 May
- S5 Induction: 29/30 May
- S6 Induction: 6 June
- Leavers' Ceremony: 6 June

8. Teacher Members' Report

Knox News Deadline

Friday 30th May; any items for inclusion to be sent to S Ingham.

School Development Planning Day

Tuesday 6th May 2008.

Activities Week

Arrangements discussed; two new residential trips added this session to Berlin and sailing with the Ocean Youth Trust. Thanks to all staff involved in Activities Week.

9. Support Staff Member's Report

No member present.

10. Parents' Matters

FOI

F McKenzie provided an update on a recent FOI request.

Lockers

Thanks for the additional lockers for S1.

Parent Councils

Links with other Parent Councils discussed. Details of the Concordat available on the Government's website.

11. Pupils' Matters

No issues raised.

12. Any Other Business

No issues raised.

13. Date of Next Meeting

Wednesday 4th June 2008 @ 6pm (Library)

Signed:

(Chairperson) Date: 04/06/2008

Signed:

(Clerk) Date: 04/06/2008