

Knox Academy

Parent School Partnership



MINUTES

DATE: WEDNESDAY 4TH JUNE 2008 (6PM)

PRESENT: J Ramakers (Chair)
N Davidson (Clerk)
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: R Cleat
A McDougal

IN ATTENDANCE: I Gray (MSP)
T Trotter

Roll Capping Discussion with Iain Gray (MSP)

J Ramakers welcomed Iain Gray to the meeting and thanked him for attending at such short notice. J Ramakers advised that Knox Academy staff members would not be taking part in the discussion re; budget and roll capping given they are employees of East Lothian Council.

Iain Gray advised he had received a significant number of concerns from parents re; roll capping and the impact of efficiency savings. He further advised that it was his view that there were insufficient resources allocated to councils, East Lothian Council included.

J Ramakers summarized the concerns of the Parent School Partnership. F McKenzie summarized the Freedom of Information request submitted and the information received.

General discussion re; budget cuts, efficiency savings and roll capping.

J Ramakers advised he has kept the Education Department up to date on the actions/discussions of the Parent School Partnership. This will continue to happen.

J Ramakers thanked Iain Gray for attending. Iain Gray left the meeting.

The Parent School Partnership thanked F McKenzie for her work on the FOI request. General discussion re; next steps and the arrangements for the meeting scheduled for Knox Cluster Parent Councils later in June.

1. Minutes of the Last Meeting

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

2. Matters Arising

No matters arising.

3. Mail Received

Emails

All emails received were circulated to all members.

Parent School Partnership Budget

The budget for financial year 2008/2009 has been set at £240.00.

Risk Assessment

Risk assessment documents for Parent Council events were received. This has been sent on to KASG.

Session Date 2009/2010

Discussed.

4. Action Plan

S Ingham circulated document as requested.

5. Chairperson's Report

See point 4 above.

6. Head Teacher's Report

Staffing

Sorry to report the death of Angela Woodward on 16 May.

Maternity leave: L Adam and R Smith have both returned to work. L Jones still on maternity leave. S Muirhead will start maternity leave at the end of term.

LTA: C Harkes and A Collins

Geography: good response to the advert, hope to interview next week.

NQTs for next session: Art; Bus Ed, Science/Chemistry; Eng; Geog; Maths (2) and PE (2). RME NQT has withdrawn.

E MacMillan, Head of English, has resigned from her post w/e from August. This will be covered on an acting basis for the immediate future.

Budget

Still working on the figures and things will be tight. The impact includes higher numbers in classes and some re-coursing, however, not too extensive.

J Craig and N Davidson to produce a budget calendar for Parent School Partnership and school staff.

Action: J Craig & N Davidson

Session 2008-9

S2/4/5 choice: has been difficult but a reasonable fit in the end.

The timetable will be very tight (efficient).

Due to this the timetable had to be re-done several times and the start of the new timetable delayed until 9 June.

School Development Plan

Draft circulated to parent members for comment. This is the 2nd year of a 3 year plan. Feedback welcome, please forward to S Ingham.

Events that have taken place

- Activities Week
- East Lothian Youth Games: 15 May
- S5 Induction: 29/30 May

Forthcoming Events:

- S6 Induction: 6 June
- Leavers' Ceremony: 6 June
- Sports' Day
- P7 Evening: 9 June
- P7 Visit: 10/11 June
- Safe use of the Internet: 18 June
- Awards Ceremony: 25 June

7. Teacher Members' Report

Knox News Deadline

Last call for items to be included – forward to S Ingham urgently.

Activities Week

Fantastic Activities Week, enjoyed by both staff and pupils. The Parent School Partnership noted their appreciation of this week and the efforts staff put into making it a success.

Annual Enterprising Maths Competition

Scheduled to take place next week.

Tea in the Park

Discussed.

8. Support Staff Member's Report

Single Status

N Davidson advised that Single Status took effect on 1st June 2008. This has an impact on all non-teaching staff throughout East Lothian Council. General discussion re; impact.

9. Parents' Matters

Support for Pupils

General discussion re; issue raised by parent. J Craig asked that when issues affecting individual pupils are raised with a PSP member, that they advise the parent/carer to

contact the school directly. Individual pupil matters cannot be discussed at these meetings and it is difficult to resolve an issue without sufficient information.

Ethos Survey

Email via Pamela sent asking parents to respond to the Ethos Survey set up by L Black (PT Curriculum: Expressive Arts).

Food Court

Concern raised that the Food Court closes too early during lunch break and often run out of food. J Craig to investigate. Management of this area is complicated given it is an external company (Elite) who run the service.

Action: J Craig

10. Pupils' Matters

No issues raised.

11. Meeting Dates 2008/2009

Meetings to commence at 18.15hrs during 2008/2009. School representatives will leave after the agenda has been completed, however parent members may stay to continue a more informal discussion. N Davidson to book lets for meetings.

Wednesday:

- 3rd September 2008
- 8th October 2008
- 5th November 2008
- 10th December 2008
- 4th February 2009
- 4th March 2009
- 6th May 2009
- 3rd June 2009

12. Any Other Business

Resignation of Chairperson & Clerk

J Ramakers has resigned from his post as Chairperson as he will no longer be a parent of a Knox pupil. The Parent School Partnership thanked him for his work over the years. J Ramakers advised it had been a pleasure and a privilege.

N Davidson has resigned as Clerk, the Parent School Partnership thanked her for her work over the last few years. An article has been placed in the Knox News and on the relevant websites advertising for a new Clerk.

Election of Chairperson

T Holden nominated as Chairperson; T Holden accepted.

13. Date of Next Meeting

Wednesday 3rd September 2008 @ 6.15pm (Library)

Signed: _____ (Chairperson) Date: 03/09/2008

Signed: _____ (Clerk) Date: 03/09/2008