



APPROVED AGM MINUTES

DATE:	WEDNESDAY 4 FEBRUARY 2015		
PRESENT:	Louise Elder	Chair	Parent
	Dave Neillans	Vice Chair	Parent
	Linda Bowen		Parent
	Amanda Herriott		Parent
	Jon Hunton		Parent
	Caroline McKinnel		Parent
	Derek Simpson		Parent
	Ian Smith		Parent
	Liz Syme		Parent
	Kim White		Parent
IN ATTENDANCE:	Mary Benson		Clerk

1. Welcome and Apologies

Louise Elder welcomed everyone to the Annual General Meeting. Apologies were received from Greg Cookson, Gillian Greenshields, Andy McBain, Janette Middlemass, Julie-Clare Paterson, Caroline Taylor, Lucy & John Wrinn, Mr Blair and Mr Dempster.

Derek Simpson, as both a Parent Representative and a Knox staff member, declared interest in both counts. This was accepted by the Chair and those present at the meeting.

2. Election of Parent Members

Existing parent reps:

Dave Neillans will be standing down as a parent rep due to other commitments and Ian Smith will cease to be a Knox parent in the summer, but will continue as a parent rep until then. Dave and Ian were thanked for their support during their time with the PSP. Mary Benson will email those parent reps who are not at this evening's AGM to check if they wish to continue.

New parent reps:

Linda Bowen was voted on as a new parent rep to replace Dave Neillans. Kay Boylan was co-opted onto the Parent Council as a KASG (Knox Academy Support Group) rep and Liz Syme was co-opted onto the Parent Council until such time as Ian leaves; thereafter she will become a full parent rep in his place. This was proposed by Kim White and seconded by Caroline McKinnel.

3. Election of Staff Members

Calum Blair and Colin Dempster will continue as Staff Members of the PSP. Helen Brannigan is standing down as a Staff Member due to other commitments. Mrs Ingham indicated in this evening's main PSP meeting (preceding the AGM) that Mr Stephen Wands would be willing to take Miss Brannigan's place as a staff rep. This was proposed by Louise Elder and seconded by Caroline McKinnel.

4. Election of Office Bearers

It was agreed that Louise Elder will continue as Chair (proposed by Dave Neillans and seconded by Caroline McKinnel); however Dave Neillans will stand down as Vice Chair. Caroline McKinnel was proposed for Vice Chair by Dave Neillans and seconded by Amanda Herriot. All present were in agreement.

5. Amendments to the Constitution

No amendments were proposed for the PSP Constitution.

6. Annual report

Louise had prepared the draft Annual Report and distributed a copy to everyone at the meeting. She gave a brief summary and asked those at the meeting to email any amendments to her. An electronic copy will be circulated to those reps not at the meeting for comment. The final report will be published on the PSP website in due course.

7. Any Other Council Business

ELAPCM

Ian Smith has been attending ELAPCM (East Lothian Association of Parent Council Members) meetings to represent the PSP; however he will be leaving the PSP in the summer. The importance of having a Knox PSP rep on ELAPCM was noted; however the two remaining meetings this session clash directly with the remaining two Knox PSP meetings, which will make it difficult for Knox PSP members to attend.

PSP budget

The use of the PSP budget was discussed. The budget has accrued over time to £714.34. £300 has been allocated from the budget to the purchase of the We R Knox badges for the school. It was agreed that in order to make best use of the funds, departments or members of staff within the school would be invited to submit a bid for funding of up to £300 detailing how the money would be spent, demonstrating the impact that the funding would have and who would benefit. "Bids for PSP funding" will be added as an agenda item to the next PSP meeting so that the bids can be discussed and the funding allocated.

Annual PSP Award

Nominations will also be invited for the Annual PSP Award, awarded at the end of the summer term, for an individual pupil who has shown resilience and triumphed over adversity. This will also be added as an agenda item for the next meeting.