

**Knox Academy**

**Parent Council**

<http://knoxparents.org.uk>



MINUTES OF THE ANNUAL GENERAL MEETING OF KNOX ACADEMY PARENT COUNCIL

7 MARCH 2018

Present: John Wrinn, Chair  
Andy McBain, Vice Chair  
Kim White, Vice Chair  
Louise Elder, Parent PC Member  
Janette Fairgrieve, Parent PC Member  
Nicola Cunningham, Parent PC Member  
Anne Hunter, Parent PC Member  
Caroline McKinnel, Parent PC Member  
Katrina Booth, Parent PC Member  
Caroline Taylor, Parent PC Member  
Scott Sutherland, Parent PC Member  
Colin Henderson, Parent PC Member

In Attendance: Lauren Rodger, Head Teacher (Acting)  
Cole Dean, Head Pupil  
Steve Wands, Sports coordinator representative  
Allison Cosgrove, Clerk

Parent attendees:

David Anning, Caroline McGregor, Vicky Cole, Lesley Prentice, Phillip Ross.

**Attached documents circulated in advance of the meeting:**

- Agenda
- Minutes of Meeting of March 2017
- Chairperson's Report

**1. Welcome and Apologies**

John Wrinn (Chair) welcomed all to the Annual General Meeting of 2018. Apologies were noted from Cllr Shamin Akhtar, Kay Boylan, Liz Syme, Elaine Towler and Calum Blair.

**2. Minutes of Meeting of March 2018:**

These were proposed by Andy McBain and seconded by Louise Elder.

### **3. Chair's Report:**

The Report had been circulated in advance. The Chair summarised its terms, adding that it was important to keep up with Recruitment & Selection Training, to enable parent members to sit on recruitment panels. Any parent wishing to undertake this training should contact Aimie Little at the Council's Education Department (alittle@eastlothian.gov.uk).

### **4. Appointment of Parent Members**

Scott Sutherland advised that he would be standing down, but will continue to lead the Comms team until the end of the school year. Other current members were happy to continue. Elaine Towler and Phillip Ross were proposed as members, and this was agreed by all present.

### **Appointment of Staff Members**

Mrs Rodger advised that she would encourage other staff members to participate.

### **Appointment of Office Bearers**

Janette Fairgrieve proposed John Wrinn, seconded by Louise Elder.

Kim White and Andy McBain were nominated as Vice Chairs.

All nominees accepted the positions, and John was thanked for his work as Chair during the year.

### **5. AOB**

Noted that copies of the regular meeting papers should go to all members in advance, and the Agenda should be on the website in advance of the meeting.