**Leith Academy Parent Council**

**Minutes of AGM held on 8th June 2023 7pm**

|  |  |  |  |
| --- | --- | --- | --- |
| **In attendance** | **Initials** | **In attendance** | **Initials** |
| Michael Irving (Head Teacher) | MI | Emma Shaw |  |
| Richard Foggo (Co-chair) | RF |  |  |
| Helen Clifford (Co-chair) | HC |  |  |
| Xanthe Bird (Treasurer) | XB |  |  |
| Hilary Brown (Co-clerk) | HB |  |  |
| Vicky Allan (Co-clerk) | VA |  |  |
| Nikki Dunne |  |  |  |
| Maggie Fielding |  |  |  |
| Katrina Milligan |  |  |  |
| Jack Caldwell |  |  |  |
| Jane Park |  |  |  |
| Marianne Hopley |  |  |  |
| Johannah Barry |  | **Minutes** |  |
| Anja Craden |  | Vicky Allan (Co-clerk) | VA |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Item** |  | **Action** |
| **1.** | **Welcome and Introductions**  RF opened the meeting and welcomed all in attendance. Introductions were made. |  |
| **2.** | **Minutes of the last meeting and matters arising**  The minutes of the last meeting were approved |  |
| **3.** | **Treasurer’s report**  Current funds: Just under £1000 in the account, but after money due out for bus, auditor’s gift, drinks paid for during the meeting, rough balance of account is £605.  (Since AGM bus money has been returned to Parent Council as unused, leaving us with £905)  XB explained the ongoing problem, which was not yet sorted, of not having a current signatory on the account. Bank statements no longer being even sent to the school. But XB said this was being sorted with the previous treasurer.  Auditor’s report has been carried out and a few recommendations were flagged up. These include:  We don’t have bank statements for the last 7 years.  Going onwards we need to get an acknowledgement back from school every time we write a cheque to them.  XB commented that we have not had very many requests for funding. MI said that the department heads were offered chance to put forward requests for funding.  **Agreed by PC:** payment of a small token to auditor, wine/chocs, value £10-15 **Approved:** Committee said they had seen auditor’s report and approved.  XB suggested a reciprocal auditing arrangement be set up with Leith Primary, via ND | HC to contact the support function that supports parent councils |
| **4.** | **Head teacher’s update**  Recent events and activities included an Eid celebration, in which the youngsters were involved in making food (led by young people) and Leith Loves Learning day.  Assessment season over. MI said that the SQA was always looking for invigilators.  There has also been a programme of activities for youngsters not involved in exams - make-up artistry, construction  Spring Fling was highly successful with brilliant performances from students.  Formula 1 team have won the local, Edinburgh and Scottish championships and are now about to go into UK wide competition on last day of term. The car washing fundraiser was highly successful.  Transition has begun for p7 into s1  The S1 parents evening was in person and great.  MI also noted that there is a parent coaching opportunity for Saturday morning football.  New timetable began on Monday and timetables ran well this week.  Other events have included sports day, rugby festival, football festival, DWF law firm work experience, Sports Personality of The Year.  **Recent violence in the area**  MI acknowledged that some of the recent events in Leith community had been challenging from a community perspective, and the school was aware of them, attuned and listening to youngsters. |  |
| **5.** | **Questions from parents**  One of the parents asked if **overnight school trips** had restarted yet.  MI said that 15 kids had gone on a trip to London over the weekend. But there has been more of an emphasis since Covid on daytime trips. Overnight trips, known as Category 4s, involve big leadership responsibility and opportunity, and the assessment protocols around them have changed – among them is a protocol from Edinburgh Council that they should be in line with the cost of living, educationally clear and that the schools reduce the costs and make it appropriate offer for all young people. MI said he hoped to see more in the coming year. HC noted S6 hasn’t done no trips since S1.  A parent asked **if parent volunteers could help?**  MI said yes that is possible, but the key issue is staffing.  A parent asked about **opportunities for young people for volunteering**  Used to be all S4 would get work experience, but instead now there are pockets of high-quality experience. Ben Stewart leads on that and has a new colleague, Phil from DYW, who is trying to get more links for helping with work experience.  Events have included the business breakfast session this year, focussed on the circular economy, and also My Future Fridays  Some parents said they were interested in offering support. | MI to communicate what current situation is with school trips to parents |
| **6.** | **Chairs reports – from both RF and HC**  HC reviewed the year and noted that the whole team had been new to their roles last year and it had been a learning process and thanked everyone for their support. RF thanked the school and all involved (including lovely description of the Spring Fling). |  |
| **7.** | **Nomination of office bearers**  **Co-chair**  Richard Foggo nominated himself, AC proposed, XB seconded  **Co-chair**  Helen Clifford nominated herself, RF proposed, ES seconded  **Co-clerk**  Vicky Allan nominated, RF proposed, AC seconded Hilary Brown nominated, RF proposed, JB seconded **Treasurer**  Xanthe Bird nominated, RF proposed, KM seconded  **Co-fundraisers**  Kat Milligan nominated, VA proposed, AC seconded  Emma Shaw nominated, VA proposed, HC seconded |  |
|  |  |  |
|  |  |  |
|  |  |  |