**Leith Academy Parent Council**

**Minutes of AGM held on 5th June 2024 7pm**

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| **In attendance** | **Initials** | **In attendance** | **Initials** |
| Michael Irving (Head Teacher) | MI |  |  |
| Richard Foggo (Co-chair) | RF |  |  |
| Helen Clifford (Co-chair) | HC |  |  |
| Xanthe Bird (Treasurer) | XB |  |  |
| Vicky Allan (Co-clerk) | VA |  |  |
| Hilary Brown (co-clerk) | HB |  |  |
| Tamara Hanson | TH |  |  |
| Alex Nuth | AN |  |  |
| Judith Weir | JW |  |  |
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|  |  | **Minutes** |  |
|  |  | Vicky Allan (Co-clerk) | VA |
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| **Item** |  | **Action** |
| **1.** | **Welcome and Introductions**  HC opened the meeting and welcomed all in attendance. Introductions were made. |  |
| **2.** | **Minutes from last meeting approved** |  |
| **3.** | **Head teacher’s report**   * This is one of busiest terms for staff, with strategic planning, financial budget etc. * A note on mobile phone use - there has been a motion in the Scottish Parliament around getting guidance from Scottish Government on how schools should handle phones. LA policy is that phones shouldn’t be out in class unless the teacher says so. * Maths team took part in a citywide competition and just missed out on first place. * The school improvement plan will be going up on the website in August. It’s about improviing and supporting health and wellbeing, improving outcomes and getting kids to a positive destination, trying to mitigate against poverty or barriers to learning. * Meaningful May programme also happened for the kids who don’t get exam leave. * 80 teaching staff were involved in the Leith Loves Learning festival, working together to think about pedagogy * National Crime Agency sent out an awareness-raising letter about exploitation of children on devices. * Assessment period went well, invigilators said the youngsters handles it impeccably. Also the S3 practice was handled well. * The school is continuing to move towards LGBT Gold award. * Anne Frank exhibition had a two week residency and S2, trained in how to deliver tours of it. Youngsters did iit brilliantly. * S1 parents evening was online and questionnaire being sent out about how parents felt it went. * P7 market place event worked well - S6s lead them through it * Other events to come include Sports Day, fashion show, Wizard of Oz school show |  |
| **4.** | **Treasurer’s report**  Balance of £797.6   * XB mentioned that acknowledgments needed by email for payments so trail is created. * RF noted that teachers often send thank you emails and that is a record of payment, which can be passed on to treasurer. * Previously it was the case that two members of the parent forum to verify account, but auditing replaces this - replace that in the constitution * Donation of annual funds from the council comes in September. * The PC agreed to apply for a new bank account. | RF or HC to pass on acknowledgments from teachers to treasurer. Also give MI a list of those teachers who haven’t done it yet  HC to make changes to constitution noting the trail of acknowledgements of thanks by teachers and also about auditing replacing 2 members of parent forum |
| **5.** | **New bids for funding**  From MI for airport multicharger points for ipads, so if kids forget to charge overnight they can do so in school. 20 for £340.  The bid was supported by PC.  **Previous bids reviewed**  Keyboards £100 each  Proposal that we go back and fund four - now confirmed (27/06)  Head mikes £160 each - bid in with the Ripple Project was successful in securing £1000. | MI to go back to drama dept to ask if the unit cost goes down if more keyboards are bought, or if it works to buy four.. |
| **6.** | **Prom**  Payment of money from the council was sorted out. Prom happening on 21st June - Villager Hotel , school already worked to keep it low cost and make inclusive at £25. £2000 is going to go out as refund via cheques to young people.  Could have taken a different approach if the money had come in earlier when it was expected.  Obliged for £2000 to acknowledge the Council and create trail | **T**hank Susan for handling this?  Acknowledge council and create trail |
| **7.** | **Chair’s report of year**   * LAPC funded a number of things - support for learning Tesco vouchers, learning hub for text books, geography litter orienteering, beauty equipment, funding for school show. * 4 meetings, all attended by headteacher MI. * Engagement from parents is an issue. That was also reflected in the school’s minority ethnic family support day. Less than half of what was expected attended. How do we engage parents and how do we be inclusive? Not all demographics represented in the PC. * Thank you to XB and HC whose kids are leaving school, and HB who is standing down as co-clerk. |  |
| **7.** | **Office bearers**  RF nominated himself as chair  HB proposed  VA seconded  AN nominated herself a co-clerk  HB proposed  RF seconded  VA nominted herself as co-clerk  HB propsed  AN seconded  Leaving the treasurer open till next year  learning. |  |
| **10.** | First parent council meeting of next school year will be on August 29th |  |