

**MONDAY 5<sup>th</sup> NOVEMBER 2018 @ 6:30pm**  
**GREENWOOD ACADEMY**  
**PARENT COUNCIL MEETING AND AGM**

**Present:** C McGuire - Head Teacher, C Le Maitre - Chairperson, C McKinlay – Secretary, S Collow, T Blackley, S Hartridge, L McDade, L Irvine

**Apologies:** D & H Gilbert, L McQuaker, S Johnston

**1. Welcome**

C Le Maitre welcomed all to the meeting and thanked everyone for attending. She welcomed new members S Collow and L Irvine.

**2. Approval of Minutes of the Previous Meeting and Feedback from the Open Evening**

Minutes approved and feedback from the Opening Evening discussed.

- **Childcare** – various suggestions were put forward as to how this could work if it would help promote attendance at meetings. C McGuire said that success would be dependent on the age of the children to be looked after. Older children, already at Greenwood, could go to the library or use computers. Young children would require adult supervision which could be provided by a Classroom Assistant. Pupils studying childcare could also be involved. We could trial this if it is a barrier to parents attending meetings and being involved. To see if parents would be interested the message could be communicated via the school website and twitter and responses gathered. **Action: C Le Maitre**
- **Recording Meetings** – C McGuire said that ‘Glow Virtual’ had been looked at before and she could have another look at this in the light of changes to the system. Parents would need to log into Glow. To use Skype the school would need a Skype Account. **Action: C McGuire**  
S Hartridge suggested a blog and perhaps recording a meeting to show parents that there isn’t a lot of work involved at meetings and promote interest. C McGuire said the Parent Council section on the school website could provide the answers to questions raised when asked and topics for Agenda items posted in advance. S Collow suggested a FAQ section and everyone agreed this would be very beneficial. This could be added to the blog. C Le Maitre said the school retweets messages on her behalf also. Twitter can be read via “google” and parents are also communicated with via email and texts. Our Twitter account is on the front page of the school website.
- **Timing and length of Meetings** – Group discussed length of meetings and it was agreed that if they were kept to 1 hour, with time allotted to each Agenda item, this may encourage more attendance and stop meetings running over time. Speakers could have a session aside from the meeting which would mean that parents interested in the speaker’s topic may then stay on an hour for the meeting. It was agreed that whilst Monday night clashed with a few of the Primary schools we should keep Greenwood’s Parent Council Meetings to this night.
- **New name for Parent Council** – “Friends of Greenwood Academy” was a suggested name for Parent Council from the Open Evening.

- After discussion it was agreed that the perception it gave wouldn't be appropriate and that Parent Council should remain as the name for the Group. L Irvine suggested that the branding could be improved.
- **Additional Parents' Evenings** – L Irvine raised the question about having only 1 Parents' Evening. C McGuire explained that due to working time directive and Scottish arrangements with Unions every year group has 1 Parents Evening. It had been looked at previously to join year groups but Greenwood's school role is too big for this. This year she has narrowed the time between S1 and S2 dates and for S2 she is planning a "Briefing Evening" in February where parents can meet with SMT again. Any parent who wants more feedback for their child can arrange a meeting with Guidance. If parents do not attend their child's Parents' Evening the school are currently looking at contacting them. Discussion took place regarding the "tracking reports" and lack of narrative. Some links can be added to 'Show my Homework' and other information can be published on the notifications. Other ways that parents have been encouraged to engage with the school are "Breakfast Blethers", "Community Cooking", "Family Learning Team – Literacy, Numeracy and Digital Literacy" classes.  
L McDade said the literacy event was very good and gave assurance to parents. C McGuire said all teachers, herself included, had been involved in an "in-service day" training event where they did a 'walk in their shoes/back to school' day. Parents too had liked this model.
- **Initiatives to encourage a positive learning culture for S1-S3 boys** – C McGuire talked about the many initiatives to raise the attainment of boys at school. These included a learning/teaching session by 'guru' Gary Wilson, S3 being involved in drama/sports journalism and some "boys only" classes. These involved guiding decision making and teachers have discovered that trying these has worked well. Alison Duncan has been involved with DofE and teachers noted big improvements in boys involved, they are now working better in class. DofE inspires boys and girls and provides them with challenges and life skills. C McGuire said other examples that encourage life skills are Cooking/Future Chef and Sport. It had been noticed that in recent years more girls than boys apply for "posts" in school. Boys volunteer to contribute but are less inclined to go for the responsibilities of the "posts".
- **Transition and Parents Tour of Building** – A separate night for a tour of the building is being planned for P7 parents this session. This will be in May 2019 prior to the P7 Parents' briefing and she has Probationers organising the tour. Parent Council could be present at this event. The school is very involved with transitioning P7 pupils to Secondary school, Mrs P MacDougall leads this. The school's approach to P7 transition has been greatly enhanced by the appointment of a PT Transitions. It is recognised as good practice and shared with other schools at the South West collaborative.
- **What would parents like discussed at meetings** – Last year guest speakers came to some of the meetings and it was agreed these presentations were informative and well received. C Le Maitre suggested upcoming speakers could be recorded so that parents can see the talks and dip in and out of the ones that interest them.

### 3. AGM

Copies of the Constitution were given out and C Le Maitre explained that a minimum of 6 and maximum of 12 were required for meetings.

#### Office Bearers –

- C Le Maitre retained as Chairperson.
- C McKinlay to take over Secretary's position from Marie Kerr.
- New treasurer still required following R Vance resignation.  
C Le Maitre asked for volunteers and explained this was not an onerous job. She will add this to her email to members. **Action: C Le Maitre**
- T Blackley and S Hartridge volunteered to be second signatories to enable cheques to be passed. **Action: C Le Maitre**
- Treasurer's 'box' to be retrieved. **Action: C McGuire**

### 4. Head Teacher's Report

C McGuire gave out the Head Teacher's Report and talked about some of the varied events and activities it contains, including successes the school are celebrating. As well as information for parents, pupils are encouraged to keep a log for wider accreditation, UCAS, and help with job applications. This Report will be made available on the school Parent Council website.

### 5. Any Other Business

#### School Trips

Discussion took place about school trips. C McGuire explained that decisions about which trips can go ahead are based on pressure on staffing, cost, SQA exams and type/length of trip planned. Trips abroad are advertised to pupils well in advance on the Notice Board and in the pupil bulletin. This ensures pupils are fully aware of these opportunities.

#### Christmas Fayre

Members of staff will cover the Bottle Stall this year.

C McGuire asked if Parent Council members could do a Tombola Stall for young people, sourcing prizes suitable for children. Two members to cover this would be adequate. Pupils could help put raffle tickets on prizes. T Blackley said she was in school volunteering with the HE Department and could help with this.

Raffle ticket books were given out and stubs and money to be given to School Finance Office.

#### Year of Young People

Discussion took place about possible meeting with the Pupil Council members. C McGuire said Greenwood had 2 Ambassadors for "Year of Young People" and feedback from them could be given at perhaps the January meeting.

### 6. Date and Time of Next Meeting

Next meeting is Monday 3<sup>rd</sup> December 2018 at 7:30pm. C McGuire said she would organise a one hour talk on Mental Health by a trained staff member. All parents could be invited to this from 6:30 – 7:30pm with the Meeting following.

Other topics for presentations could include talks on Campus Police and Guidance Teacher roles.

**2019 dates** for meetings are:

Mondays 28 January, 25 February, 18 March, 29 April, 3 June