

PORTLETHEN ACADEMY PARENT ASSOCIATION
Minutes of the meeting held on 30 January 2015

Present:

Parents: Nicola Harper, Mhairi McCrone, Michelle Garden, Claire Howard, Louise Reid, Lena Gentle, Gale Beattie, Zayne McIntyre, Nadine Brown, Fiona Squires

Staff: Lorraine Scott (Acting Head), Kirsty Robertson (PT Expressive Arts), Lauren Miller (PT Modern languages).

1. Requests for funding

- a) Lauren Miller requested funding to take 18 pupils and 2 staff members to a Business Breakfast at the AECC on 20th February which aims to promote the need for language skills in modern businesses. Pupils will benefit from hearing from a range of business leaders who view language skills as key to the growth and success of their organisations. The funding request for £120 is to cover the transport of staff and pupils to this event.
- b) Kirsty Robertson presented a request from the Art Dept for another 6 mannequins to provide a suitable means of working on, and displaying, costume design and textile manufacture work. The mannequins will be used by pupils at all stages and also by the Youth Achievement Group and Panto costume makers. The smallest size dummy has been chosen as it keeps the cost of materials to a minimum. The cost for 6 mannequins including delivery is £152.44.
- c) Kirsty Robertson presented a second bid for funding for the Senior Phase Enrichment Class on Photography to cover the cost of printing and framing photographs produced within this course for an Exhibition and Sale of work at the end of the course. The money would allow 2 photos per pupil to be displayed and sold with any monies raised being used to fund the exhibition in the following year. The aim is to also launch a 'Portlethen Photographer of the Year' competition to be judged by 3 local photographers who are already on board to be involved in the course and competition. A total of £275 was requested.

2. Minutes of the previous meeting

The minutes of the meeting held on 6th November were approved.

3. Chairperson's report

- a) Confirmation of funds raised at Xmas and Panto events.
Xmas Creations – a total of £544.51 was taken on the night plus approx £210 for tables.
Panto refreshments - £264.32
- b) Confirmation of Bank Balance – Louise is now officially the Treasurer and will start to receive the bank statements. In an email sent after the meeting Louise confirmed there is £6100 plus in the PAPA account after finalising the Xmas event deposits and payments and deducting the monies for the funding requests listed above.
- c) It was agreed to provide funding for requests a and b as detailed above. For the Photography request it was decided to give £350 with the extra £75 to be used to purchase another digital camera for pupil use and to buy a cup (in PAPA's name) for the competition. Any spare money can go towards the exhibition costs.

TOTAL funding provided = £622.44

- d) Public Liability Insurance – PAPA does have this insurance which is paid for by Aberdeenshire Council.
- e) Gift Cards – it was agreed to get a £30 Amazon Gift card for Neil which Louise volunteered to organise and Michelle offered to organise and pass on a £10 M&S Gift Card for Sue Mason in recognition of her many years service on PAPA. Our thanks go to Sue for all her hard work and cheerful company as treasurer and member of PAPA.
- f) Recruitment of new members – it was agreed that we need to raise the profile of PAPA within the parent community of the school. Our presence on the school website needs to be updated with more information about what we do and how we contribute to the school and information on our recent activities needs to be included in every newsletter. Claire agreed to compile a list of what projects PAPA has funded over the last year and Nicola will write a flyer for handing out at the upcoming Parent Information Evenings. It would be good if we could have a PAPA representative at these meetings. (S2 on 10th Feb, S3/4/5 on 19th Feb and P7 on 3rd March)

4. Acting Head Teacher's Report

Staffing – the new Support Services Coordinator (Patricia Thompson-Wright), started on 19th January. As the PT HE has retired and the PT PE is not returning to her post, a new Health Improvement Faculty Post is being advertised. Permanent posts in Biology and Physics have been advertised twice with no success but the Authority is seeking to retain newly qualified teachers in the area where they can. Christine Lloyd has also joined the Guidance team with responsibility for Downies pupils.

Lorraine will be attending the Area Committee meeting to discuss school attainment on the 10th February and has circulated the summary of measures being taken to raise attainment and achievement within the Academy to PAPA members.

Baseline assessment information from P7, S1 and S2 has been collated into spreadsheets that will allow teachers to see clearly what individual pupil strengths and development needs are. Hopefully this will lead to more individualised learning plans and allow greater differentiation and crucially extension for the top 20% of pupils.

The school has also been focussing on improving learning and teaching with input from Ian Parkin (Secondary HT support). Last week Lorraine was successful in gaining her Standard for Headship Qualification.

The next meeting will be held on Thursday 26th February at 7pm.

Note the change of date due to the S3/4/5 Parents Information evening on 19th.