

**PORTLETHEN ACADEMY PARENT ASSOCIATION**  
**Minutes of the meeting held on 6th November 2014**

**Present:**

**Parents:** Nicola Harper, Mhairi McCrone, Michelle Garden, Claire Howard, Louise Reid, Sue Manson, Lena Gentle, Gale Beattie, Dawn Elliot, Gillian Smith.

**Staff:** Lorraine Scott (Acting Head), Kirsty Robertson (PT Expressive Arts)

**1. Chairperson's report**

Lena will arrange for the new banner for the Christmas event to be put up with Ruth Martin and Kirsty Robertson. It has very generously been donated by Bob Gentle. PAPA will buy a total of four new 6 ft tables for the event, these fold flat for storage and will be kept at the school who can use them as required. Requests for about half the tables have been received so far so please mention the event to anyone who might be interested in having a stall.

The school office will be distributing posters and invitations for the P7 pupils to the feeder primary school and the Let Form has been completed.

Louise has spoken to Audra in the kitchen and placed a shopping list with the manager at Asda. Mhairi agreed to organise a chocolate box for the kitchen staff at Christmas as a thank you for letting PAPA use their facilities for this event and the Panto. Lousie will get floats for the door and both tombolas. Michelle and Sue agreed to do the adult tombola with Gayle and Fiona doing the kids one. PAPA will provide £20 for each tombola for prizes if insufficient donations are received. Lena will man a table doing an activity for children making star decorations. If PAPA members know of anyone else who might be willing to help on the night please recruit them.

Gillian offered to ask if the local Guides could help on the night. School related stalls will be out in the canteen area (Erasmus, Youth Achievement, Scouts) whilst all sellers will be in the hall. Mhairi will produce labels to identify the items donated by the stall holders for the tombola. All stall holders will be given a voucher for refreshments, we will reuse the old ones and Claire will print off some more. Doors will open to sellers at 6pm.

Kirsty agreed to take on trying to get staff involvement in the event and to organise music from one of the school groups.

It was agreed to up the admission price to £3 for adult but keep it at £1 for kids. All new posters will show this price. Mike has agreed to come round between 6 – 7 m to do the PAT testing. The School will send out two text messages about the event in the next fortnight.

**2. Acting Head Teacher's Report**

The Authority Attainment Review went well and the school is making positive progress. The data is being analysed using a couple of different systems and this has flagged up that girls are performing less well than boys at S5 and to a lesser extent S4, bucking the national trend. Also the pupils from more affluent homes are doing less well than expected compared to national averages. These findings are being investigated. The school is doing better at setting and achieving its targets but this does need to be done more rigorously across the school and throughout the school year. Some pupils don't aspire to do their best so work is needed to encourage them to be more ambitious but it is also important to set attainable targets. There will be more training for staff to improve consistency of use of good practice.

Year Heads and Guidance teachers will interview pupils whose performance is slipping.

Next week is Industry week, there are pupils visiting Opito and 12 going to an oil industry business, Altus, at Badentoy. Hydrasun will be hosting a 'open doors for families' in early December so parents can take their children in after school.

The Positive Behaviour Policy will be reviewed now the first lot of certificates have been issued.

Friday 14<sup>th</sup> November will be a non uniform Heroes Day for Children in Need.

The possibility of putting the PAPA minutes onto the Academy website will be looked into in an attempt to encourage more adults to participate and to improve the dissemination of information.

**The next meeting will be held on Thursday 4<sup>th</sup> December at 7pm at the Mains of Balquharn for a meal/drink.**