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**Linlithgow Academy Parent Council Meeting**

7:00pm, Wednesday, 31st January 2018, Linlithgow Academy Library

**Attendees:**

Parent Members: Elspeth Brown (Chair), Laurie Boles, Jo Smith, Douglas Maxwell, Douglas Gray, Derek Wolfe, Jenny O’Donnell, Campbell Ford, Gillian McLean, Susie Hume, Jenny O’Donnell

LAA Representative: Alison Sharp

Head Teacher: Karen Jarvis

Teachers: Kate Dickson

Pupil Council: Jack Williamson

Guests: Derek Cornwall (Chair Bathgate Academy Parent Council)

Apologies: May Geddes, Rachel Bryson and Rhona White.

1. **Welcome**

Elspeth welcomed everyone to the meeting, in particular Derek Cornwall, the new chair of Bathgate Academy Parent Council.

1. **Approval of the Minutes from meeting of 31st January 2018**

Minutes were approved and will be posted on the website.

1. **Head Teacher’s Report**

Topics covered:

* **Staffing**
* **Communication**
* Electronic parents evening booking system – will trial with S5/6
* MILK – parent sign up in hand
* Feedback from Parent’s Nights Surveys
* S3 parent information session
* S4/5/6 information evening and study skills workshop scheduled for 15th Feb
* Website – Whitburn Academy website is live on the new council format. Bathgate went live last week.
* **Regional Improvement Collaboratives - WLC, Falkirk, Stirling, Clackmannanshire**.
* **Working groups in school -** a large number of staff are currently involved in a range of working and improvement groups, including.
* Home study
* Merits
* Presentation Policy
* Monitoring and Tracking Policy
* School Fund Committee
* Promoting positive behaviour working group
* Leading Learning Champions
* **PEF update**
* **BGE update**
* **Study Leave** - Dates not yet confirmed. Format will be as per 2017.
* **S6 experience -** S6 parent information session to be held early in S6 (after TT change), to share expectations and options available to S6.
* **Trips** – much appreciated that staff continue to lead these trips – very positive feedback from staff, young people and parents.
1. **LAA AGM**

Christmas concert went well. New members are needed before the Spring concert on 20th March.

LAA will be giving £500 to support drama activities.

1. **Pupil Council Report**

Topics discussed:

* Projects and opportunities for youth volunteering.
* Linlithgow Development Trust
* Saltire awards.
* Year of the young people for Scottish Youth Parliament.
1. **Teachers Report**

Topics discussed:

* S3 ski trip – excellent feedback
* Senior prelims
* Tracking and monitoring
* Milk.
* STEM group.
* Feedback from S3 parents evening –teachers like being in the sports hall. More flexible.
1. **Transforming Your Council Consultation**

As agreed at the last meeting EB wrote to senior members of West Lothian Council on behalf of the Parent Council. A decision is expected mid February.

1. **Any Other Business**
* Vacancy for clerk to the Parent Council - to be advertised.
* Tickets for music concert. 2 tickets per family for future concerts.
* Groupcall update - The second parent is still not contactable on the system.

**9. Dates of next Parent Council meetings**

Thursday 22nd March 2018

Wednesday 23rd May 2018

**WL Parent Forum Meetings**

Wed 14th March 2018 – 7pm to 9pm at Armadale Academy

Wed 25th April 2018 – 7pm to 9pm at Bathgate Academy