



## LINLITHGOW ACADEMY PARENT COUNCIL

Linlithgow Academy Parent Council Meeting

Tue 4<sup>th</sup> June 2024

7.00 pm – 8.30 pm

Meeting in school and Zoom video conference

### Minutes

Present:

Parent Council (PC) Members – Ann Marie Penman, Campbell Ford, Adam Schofield, Andrew Grant, Nick Goldfinch, Richard Payne, Julia Miller, and via zoom Lesley Paxton

Parent Forum Members – Karen Marriott, Rachel Hay, Heather McGhee, Claire-Marie Meikle, Kishor Ravikumar and via zoom Fiona Pashley, Gordon White, Michele O'Loughlin, Kiruthika, Subramanian

School Representatives – Grant Abbot (head teacher), Sarah Carney (staff representative) and via zoom Luisa Burgess (staff representative)

Apologies – Ky Norton, Mary Joseph, Laura McGowan

1. Welcome and apologies

- Ann Marie Penman welcomed everyone to the meeting and apologies were noted as above.

2. Minutes of the previous meeting and matters arising

- The minutes of the previous meeting were agreed with no amendments.
- Matters arising – Grant Abbot gave an update on toilet works planned to take place during the summer holidays and library/maths classrooms works planned to take place during the Oct break.

3. Review of year

- Richard Payne led a review of the PC school year looking at the 4 questions:
  - What do you think has gone well with Parent Council this year?,
  - What do you think hasn't worked so well with Parent Council this year?
  - What have you enjoyed and / or found useful about your involvement in Parent Council this year?
  - What are your hopes for Parent Council next year – next steps, areas to focus on and improvements in how we go about things?
- The results will be used to inform planning for the PC meetings for the coming year in terms of how the meetings are managed and delivered and focus topics to be considered.

4. Items from parent forum

- Staffing – Mathematics department – GA gave an update on staffing in the maths department
  - Business and Enterprise – GA gave an update on B&E provision across S1-S6 including - Business studies, Admin and Business & Enterprise. Newly appointed PT will be looking further at curricular pathways.
5. Focus Topic – School improvement plan
- Grant Abbot gave an outline of the school improvement planning process including:
    - Staff PRD
    - Faculty plans
    - Review of school improvement calendar
    - Parent views (22% return rate)
    - New format for improvement methodology – improve, consolidate and understand
6. Fundraising
- Adam Schofield gave an update on the new LAPC bank account to be opened
  - A request is to go out to all PTs/Faculty heads asking for details of additional funding requests
7. Head teacher update
- GA gave an update covering the following
    - intro of mobile phone policy ('transformational impact')
    - New probationers (3)
    - Appointment of school captains
    - SQA exams (including AAA requirements)
    - New S1 (194 pupils)
    - Budget restrictions
    - School catering introduction of 'slushies' – it was noted that the a majority of PC members disagreed with the introduction of 'slushie' type drinks for a variety of reasons including health related issues
    - SIP and Standards and Quality report (to be completed by end of term)
    - Use of AI in school (pupils and staff)
8. AOB
- PC leavers – AMP thanked those parents and carers whose young people were now moving on which meant they would be leaving the PC.

- Special thanks were given to Campbell Ford for longstanding service to the PC and his constant enthusiasm, participation and willingness to help and support in a number of ways, particularly over this year with IT support at meetings.