

**ALFORD ACADEMY PARENT COUNCIL**  
Alford Academy  
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## **AGM**

**Tuesday 20<sup>th</sup> September 2022**  
**Alford Academy – Theatre**  
**7.00 – 9.00 pm**

**Present: ('T' = on Teams)**

**Office Bearers:**

Ingrid Huldal (Chair), Joe Purkis (Vice-chair), Denise Smith (Treasurer), Monica Iloya (Secretary)

**Parent Council Members:**

Dawn Brown, Fiona Henderson, Coralie Robertson, Frank Sewell, Charlotte Millburn

**Parent Forum:**

Emma Emslie (T), Louise Mitchell (T), Anouk Kloppert (T), Jonathan Christie, Lisa Moir, Sarah Sly-Christie, David Reeves, John Whitfield, Jan Whitfield, Tanya Viliene, Jonathan Copp, Fay Mackay, Marianne Crombie (T), Fiona (T), Karen Leven (T), David Barron (T) + 3 on Teams (to be added).

**School Staff:**

Angela Witherspoon, Stuart Cookson, Graham Scott and Jo Munro

**Councillors:** Sarah Brown (T), Iris Walker (T), Jeff Goodhall

### **Annual General Meeting**

1. Welcome and Apologies

- Ingrid welcomed everyone to the AGM and first meeting of the new academic year.
- Apologies: Nicola Sedgwick, Sarah Lewis, Sharon Witherspoon

## 2. Chairperson's Annual Report

Ingrid gave her annual report. She welcomed having had a more 'normal' school year in 2021-2022 and reflected on pupils being able to sit 'proper exams' in the summer of 2022. She notes that this was the first year for Angela as our new Head Teacher and thanked Angela and her team at the school for all the good work they have been and are undertaking. Ingrid commended the school on the quality of communication to parents from the school. Highlights of the past year included a new style F2F awards ceremonies which Ingrid was privileged to be the MC and she thanked the school for inviting her to do that. Joe Purkis sat as a panel member on the Senior Pupils interviews, and he was very impressed at the high standard and quality of the pupils. Ingrid thanked all the members of the Parent Council and also the volunteers on the various sub-groups. She also gave a special thanks to the Office Bearers. She reminded us all that the activities of the Parent Council and the Sub-groups are focussed on school improvement. Highlights from the past year was the school uniform recycling project and a special thank you to Amy Wilson for leading this sub-group. The fundraising group was also given a special mention for the work they have done during these difficult times.

## 3. Treasurer's Annual Report

At the beginning of the year the Parent Council accounts stood at £2,792.07.

The accounts currently sits at £5,256.53.

Money has been raised through Easyfundraising, Co-op and the Uniform Recycling project in addition to the payment from Aberdeenshire Council.

The accounts will be formally audited and presented at the next meeting.

## 4. Election of Office Bearers and other members

Both Monica Iloya as secretary and Denise Smith as treasurer wished to stand down from these positions. The following were elected.

<b>Chairperson:</b>	<b>Ingrid Huldal</b>	Proposed by Monica Iloya Seconded by Denise Smith
<b>Vice-chair:</b>	<b>Joe Purkis</b>	Proposed by Ingrid Huldal Seconded by Coralie Robertson
<b>Secretary:</b>	<b>Coralie Robertson</b>	Proposed by Ingrid Huldal Seconded by Denise smith
<b>Treasurer:</b>	<b>Dawn Brown</b>	Proposed by Joe Purkis Seconded by Ingrid Huldal
<b>Co-opted member:</b>	<b>None</b>	

## **Election of Members**

There are 15 parent/carer members (this number includes office bearers).  
At the AGM, there was 13 volunteers to be members. There were 4 members from the previous meeting who did not attend the AGM. They were contacted after the AGM by the secretary.

*The following are members for 2022-2023:*

Karen Leven	(S1)
Tanya Viliene	(S1)
Dawn Brown	(S2)
Lucy Greene	(S2)
Sharon O'Mant	(S3)
Coralie Robertson (Secretary)	(S3)
Fiona Henderson	(S1, S3)
Joe Purkis (Vice-chair)	(S4)
Sarah Lewis	(S2, S4)
Frank Sewell	(S2, S4, S5)
Denise Smith (Treasurer)	(S4, S6)
Monica Iloya	(S4)
Donna Gray	(S2, S3, S5)
Ingrid Huldal (Chair)	(S1, S6)
Charlotte Milburn	(S6)

5. Annual General Meeting closed at 19.30

## **First Meeting of Parent Council Session 2022 - 2023**

### **1. Minutes of previous meeting and matters arising**

**Proposed:** Fiona Henderson; **Seconded:** Ingrid Huldal

**Action** - Send out survey to parents asking if they prefer to shop at Tesco Westhill or Inverurie for fund raising application - Inverurie is bigger so we get a higher % of take

**Update:** This survey has not been done. We asked for a show of hands at the meeting and it was roughly 50:50. Apparently the Alford Primary School are contacting Tesco Inverurie so perhaps Tesco Westhill a better option.

**Action** - Get update from other sub-groups

**Update** – See minutes

**Action** - Invite councillors – introduced to the PC

**Update** – This was done and we were pleased that 3 councillors attended: Iris, Sarah and Jeff.

**Action** - send out reminder on Easy Fundraising and Coop shopping  
**Update** – To be done

**Action** - School uniform will be on campus next week to fit students - an email will be sent out regarding when to order to get the free shipping to the school  
**Update** - actioned

**Action** - find out how Hybrid meeting went from parents that joined online?  
**Update** – this was not done formally. It was agreed at the meeting that it would be better if those attending on Teams could see the Meeting Room and also those at the F2F meeting could see those on Teams on a large screen. Options were limited at the AGM due to having to hold the meeting in the theatre. The school will work on this for the next meeting.

## 2. Head Teacher's Update

Angela gave a round-up of what's been happening at the school and mentioned the following activities/highlights:

- Awards Ceremonies – first in-person one since Pandemic took part in the summer and went well.
- Summer wellbeing event- variety of activities; Craigievar won
- S1 Welcome
- S5 Induction Day
- Senior Executive Pupil Team (x 4) and also 10 Senior Prefects
- House Captains – 4 in each house
- MVP Mentors (Mentoring Violence Prevention) x 20 - S5 & S6 volunteers who were trained in this role
- Space hopper challenge
- Army Visit – Team building
- Senior Leadership Team – no changes
- First Day Back – Assemblies
- Staffing Update
- Reminder of the school Vision focusing on 21<sup>st</sup> Century Skills
- HHARKs & HoWLs still the standards
- SQA Results – some outstanding results and many of our pupils have exceeded expectations. Staff have met to discuss the results and look at lessons that can be learned
- SQA Breadth and Depth – she is happy with results. Will be discussed in more depth at the November Parent Council meeting.
- Improvement Plan Priorities:
  - Self-evaluation eg interrogation of data; developing the pupil voice; continue to develop leadership
  - Improve learning, teaching, and assessment
  - Improve health & wellbeing

### **3. OTHER UPDATES**

Stuart Cookson (Depute – Curriculum Lead):

- The main aim is to improve attainment
- New courses eg Journalism, (NPA - Continuous assessment rather than exams)
- Foundation Apprenticeships have really taken off – 87 pupils doing FA this year; no exams but has SVQ element; now getting out on work experience; a FA can count as 2 Highers in some cases
- The Horizon programme is still running on Tuesdays – pupils can go out on work experience or do study at home/school; there is also a life-skills programme running alongside this. Parent helpers welcome to help contribute to the life-skills programme. Any interested parent can contact Mr Cookson for more information
- Trips – Parent survey recently sent out and 98% positive response for starting trips again; school are mindful of finances; working on a programme for S1-3 activities in May. Possibility of PC helping with costs of trips was discussed. The school will take this forward and discuss again with the Parent council once plans are more formed.

Graham Scott – Depute: Pastoral Support

- P7-S1 transition is an ongoing process; most kids are settled; some need a bit more support/more time; parent evenings – back to F2F planned.

Jo Munro – varied role; pupil equity

- Jo described her role and what things she is involved in
- Main aim of her role is to reduce poverty linked attainment; literacy, numeracy
- She can help with funding, food support (eg she can refer to foodbank); a community food resource is planned; she can help with day to day resources – eg uniform – now a resource at the front door; she is a point of contact; there is a range of other resources eg IT; personal care items readily available and topped up; signposting to resources on wellbeing of pupils and staff; MH Peer Educators x 6 trained up – aimed at raising awareness; targeted mentoring programme for senior pupils with staff (meet weekly/fortnightly); support at Xmas for presents etc

Other issues discussed:

- Parent Portal – office staff happy to support parents to get on to it. Good uptake so far and move is to use this for communicating with parents.
- Student Council producing a list of clubs and holding a fair so pupils can see what opportunities there are at the school

### **4. SUB-GROUP UPDATES:**

**Fundraising:**

- The group are planning to meet and plan for the coming year

- The Co-op funding will be coming to an end soon so looking at Tesco fundraising
- Coralie – keen to co-ordinate the Balloon Event with the school to ensure an appropriate date for this event - Coralie to liaise with Stuart.
- Dawn has some ideas as regards grant opportunities

#### **Parent Council-Pupil Partnership:**

- Coralie & Frank did meet with student council last year but keen to make this a more regular occurrence. They will liaise with Stuart. The Student Council meets on a Monday lunchtime at 1.30. It was thought that this group could aim to meet with the Student Council once a term.

#### **Additional Support Needs:**

- No current member at the meeting so no update
- Lisa Moir has volunteered to join this group

#### **Alumni Group:**

- Stuart gave an update. 5 former pupils came back to S5 to help with the S5 Induction Day
- It was agreed that this group should change its name to the 'Horizons Group'
- New Volunteers: Lisa Moir and Jan & John Whitfield

#### **Communication:**

- Charlotte came into the school for a meeting and noted that Dawn is also helping with this sub-group; they are looking to make sure PC webpages are meaningful; she also attended a useful CONNECT event about improving Parent Councils.

#### **School Uniform Recycling:**

- The school now have a couple of rails at the front door. Pupils/parents can take school uniform from this rail as needed
- Donations are welcome and can be left in the boxes at the bottom of these rails
- Jo Munro is managing this at present
- The Parent Council may run another table-top event later on in the year

#### **5. AOB:**

- School inspection – the school is still awaiting a new date following the cancellation of the last inspection just as the Pandemic started
- Uniform – the school is still encouraging full school uniform and sees improvement. The school are mindful of the cost-of-living crisis. A school tie and white shirt is the bare minimum requirement.
- DoE – something coming out soon; a parent advised that the DoE app is not working.

- Action** - send out reminder on Easy Fundraising and Co-op shopping (Ingrid)  
**Action** – Improve Teams communication at Hybrid Parent Council Meetings (School)  
**Action** – Sub-group updates as per minutes

**Dates of next year’s meetings:**

**Tuesday 22<sup>th</sup> November 2022** (change to original date)

Monday 16<sup>th</sup> January 2023

Tuesday 14<sup>th</sup> March 2023

Wednesday 10<sup>th</sup> May 2023

June 2021 – TBC (P7 Parent Welcome)

**APPENDIX:**

**Parent Council Sub-groups 2022-2023: Members**

- Fundraising – Ingrid Huldal, Grainne Paton, Coralie Robertson & Dawn Brown
- Parent Council-Pupil Partnership – Frank Sewell & Coralie Robertson
- Community Group Link: additional support needs – Rhona Stuart, Donna Gray, Lisa Moir
- Horizons - Joe Purkis, Lisa Moir, Jan Whitfield & John Whitfield
- Communication: Charlotte Millburn & Dawn Brown
- School Uniform Recycling: Amy Wilson, Sarah Lewis, Charlotte Milburn, Ingrid Huldal & Monica Iloya

**Parent Council Members 2022 – 2023: Quorum 6**

Karen Leven	(S1)
Tanya Viliene	(S1)
Dawn Brown	(S2)
Lucy Greene	(S2)
Sharon O’Mant	(S3)
Coralie Robertson (Secretary)	(S3)
Fiona Henderson	(S1, S3)
Joe Purkis (Vice-chair)	(S4)
Sarah Lewis	(S2, S4)
Frank Sewell	(S2, S4, S5)
Denise Smith (Treasurer)	(S4, S6)
Monica Iloya	(S4)
Donna Gray	(S2, S3, S5)
Ingrid Huldal (Chair)	(S1, S6)
Charlotte Milburn	(S6)

# Parent Council Financial Statement 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022

## ALFORD ACADEMY PARENT COUNCIL

### MAIN ACCOUNT

### FINANCIAL STATEMENT

1st September 2021 to 31st August 2022

Balance Brought Forward 01/09/2021	£	£	2,792.07
Add Income			
Aberdeenshire Council 20/21		1,410.75	
Easy Fundraising		335.34	
Co-op funding - 1st payment		518.07	
Uniform Recycling		<u>200.30</u>	
			2,464.46
Less Expenditure			
Clerk Fees 21/22		<u>-</u>	
			-
Balance Carried Forward at 31/08/2022			<u><u>5,256.53</u></u>
<u>Bank Reconciliation</u>			
Balance per bank statement			5,256.53
Less unrepresented cheques			-
Cash Book Balance			<u><u>£ 5,256.53</u></u>
Expenses still outstanding:			
Nil			-
			<u><u>£ -</u></u>
Income to be received:			
Nil			-
			<u><u>£ -</u></u>
Auditor's signature			<u><i>Penny Fuller</i></u>
Date audited			<u>1<sup>st</sup> Oct '22.</u>