

**Grove Parent Council  
Annual General Meeting minutes**

Virtual meeting, Tuesday 21 September 2020, 19:00-20:00

**Attendance**

The following people were present at the start of the meeting.

- |                            |                              |
|----------------------------|------------------------------|
| 1. Kulsam Ali              | 11. Pamela King              |
| 2. Stephen Bain, Treasure  | 12. Gareth McWalter          |
| 3. Donna Bell              | 13. Selu Mdlalose, Vicechair |
| 4. John Blicharski         | 14. James O'Connor           |
| 5. Jim Cochrane            | 15. Doreen Phillips          |
| 6. Andy Creamer, DHT       | 16. Caroline Anderson        |
| 7. Karen French            | 17. Lucy Scott               |
| 8. Jennifer Gallagher      | 18. Danny Steel              |
| 9. Tara Javed, Chair       | 19. Hannah Steel             |
| 10. Clare Jefferson, Clerk |                              |

**1 Welcome and introductions**

Tara welcomed everyone to the meeting.

**2 Apologies**

- |                     |                          |
|---------------------|--------------------------|
| 1. Clare Biggans    | 5. Graham Hutton, Rector |
| 2. Elaine Dawson    | 6. George Gilvear        |
| 3. Fiona McLaughlin | 7. Andy Fraser           |
| 4. Deepa Narayanan  |                          |

**3 Approval of minutes of previous AGM**

There were no changes to the minutes from the previous AGM held on 22 September 2020. The minutes from the previous AGM were adopted.

Proposed by Selu Mdlalose and Seconded by Stephen Bain

**4 Matters arising from previous minutes**

There were no matters arising from the previous AGM minutes.

**5 Report of the Chairperson**

Tara Javed, chair of the Grove Parent Council for 2020/2021, gave a report on the Parent Council. As follows:

All parent council meetings were held through zoom during the pandemic. Due to the meetings being held virtually we have had many more parents attending.

Everyone worked tirelessly in many different and individual ways throughout the pandemic with various hats to continue on in their lives.

Tara extended her thanks to a number of role players including: the clerk; the elected members of the parent council for their continued support; Mr Hutton and all the staff at Grove Academy; parents for attending and showing support for the Parent Council and the school. Tara noted the resilience of the young people.

As your chairperson Tara attended various city-wide meetings and reported back to the PC throughout the year.

Tara was involved in the recruitment of the new deputy head teachers. There were very strong candidates who had applied, and the role was offered to the most appropriate candidate who started at the start of this academic year.

Tara has also been involved in various discussion and meetings out with Parent Council such as the MUGGA pitch for the school, which is still ongoing.

Three members of the parent council including Tara have been involved in the constitution working group. This working group was set up to look at ways to improve the working of the Parent Council itself, to see if we required to change the constitution to find more productive avenues moving forward, which will help us to support school and parents. Selu will give you more details in his report.

## **6 Report of the Rector**

Andy Creamer, Deputy Head Teacher, provided the Rector's Report on the 2020/2021 session. Andy was standing in for Graham Hutton, Rector, who sent apologies as he was feeling unwell.

Grove Academy spent the 2020/2021 responding to the challenges of covid and the lockdowns. In August 2020, the pupils returned for the first time since late March 2020 for in school learning. Some pupils had been in Grove as it was a community hub for learning. Grove put in a number of mitigations to prevent the spread of the covid virus such as: enforcing universal masks wearing; changing the timetable to permit staggered lunch/break times; sanitation of equipment especially in CDT and HE departments. There have been a few sporadic outbreaks, but the majority of the covid cases amongst pupils and staff have been due to community spread. In January-March 2021, there was a further lockdown which was followed by a phased return. After April 2021, there was a full return to the school building. During this time the main focus at Grove was on qualification and quality control for the SQA. The results from the SQA were accurate with a few appeals. It helped that many staff at Grove are involved with the SQA.

## **7 Report of the Treasurer**

Stephen Bain has served as treasurer for the Grove Parent Council for 2020/2021. The Grove Parent Council does not hold a bank account. The cash allocated to the Parent Council by the school fund is £100 is used to cover any expenses. For any travel, the Parent Council can apply to the DCC for a special stipend.

## **8 Constitution PC Working Group, Selu Mdlalose**

Selu provided an update on the working group. The Parent Council is undertaking a review of its constitution which was adopted in 2008. Refer to annex 1 for an overview of the presentation. The presentation confirmed that the two key priorities of the parent council is 1) education, and 2) cultural, sporting and extra-curricular. The working group is looking at different ways in which the work of the parent council can be

enhanced through making changes to the constitution. The working group is grappling with how to take these changes forward.

## **9 Elections**

The meeting elected new office bearers for the 2021/22 session as follows:

Chairperson: Tara Javed

Proposed by Selu Mdlalose and seconded by Stephen Bain

Vice chairperson: Selu Mdlalose

Proposed by Doreen Phillips and seconded by Jim Cochrane

Treasurer: Stephen Bain

Proposed by Doreen Phillips and seconded by Selu Mdlalose

Clare Jefferson will continue in the role of clerk.

There was a discussion as to whether it was procedurally correct to elect any additional ordinary members to the parent council as was indicated on the agenda. After a lengthy discussion, it was suggested that the Constitution PC Working Group continue with their deliberations, and report back to the next parent council; circulating any proposals two weeks prior to the meeting.

## **10 Any Other Current Business**

There was no other current business.

## **11 Date of next AGM**

The date of the next AGM is Tuesday 20 September 2022.

## **Annex 1: Slides from the presentation updating the PC on the work of the Constitution WG**

### **Slide 1:**

Grove Academy PC

### **Slide 2:**

Our Key Priorities

Education

Cultural, sporting and extra-curricular

### **Slide 3:**

How to Fulfil our Priorities

Communication

- Foster communication between parents, school and parents
- Understand, influence and support the school's changes and priorities
- Understand the needs and challenges that Grove faces and consider how best to meet them Understand the needs and priorities of parents and their children
- Communicate to parents how they directly or through the PC can contribute to the life of the school
- Advocate for Grove with local authority and wider community

### **Slide 4:**

How to Fulfil our Priorities

Communication

Fundraising

- Understand the needs and challenges that Grove faces and consider how best to meet them
- Understand and represent the will and priorities of parents and their children
- Communicate to parents how they directly or through the PC can contribute to the life of the school

### **Slide 5:**

Where to Start?

Committee

- Better follow-up of Parent Council decisions
- Greater consensus and accountability
- Shared workload and delegation

### **Slide 6:**

Where to Start?

Committee

Changes

Constitution

Roles, responsibilities and policies