

**Grove Parent Council meeting minutes**  
Grove Academy Staffroom, 7pm, 14 March 2017

**Attendance**

- |                                |                     |
|--------------------------------|---------------------|
| 1. Dawn Archibald, chairperson | 8. Ewen Jenkin      |
| 2. Stephen Bain                | 9. Clare Leslie     |
| 3. Laurie Bidwell              | 10. Penny Lewis     |
| 4. Andy Creamer                | 11. Julie Lynch     |
| 5. Ken Guild                   | 12. Duncan McIntosh |
| 6. Graham Hutton               | 13. Deepa Narayanan |
| 7. Clare Jefferson, clerk      | 14. Doreen Phillips |

**Item 1 Welcome and introductions**

Dawn Archibald, the chair of the Grove Parent Council, welcomed everyone to the meeting. This was followed by a round of introductions.

**Item 2 Apologies**

1. Lesley Elder

**Item 3 Approval of the previous minutes**

There were no changes made to the minutes from the previous meeting on 24 January 2017. The minutes were adopted. Proposed: Stephen Bain. Seconded: Doreen Phillips.

**Item 4 Matters arising from previous minutes**

Laurie Bidwell asked for additional details on the Big Grove Away Day (11 November 2016). Graham Hutton recapped the key aspects of this initiative explaining that it assisted with raising new ideas to enhance teaching practice at Grove Academy.

**Item 5 Correspondence/meetings attended**

*Meetings attended*

- a. Dawn Archibald provided a report back on the meeting for city-wide parent council representatives as arranged by Children and Families (8 Feb 2017). Dawn, Doreen and Clare attended this meeting. The meeting focused on the functions and administration of the parent council. As a result of information provided in this meeting, the payment for both the clerk was initiated and the administrative support for the 2016/17 session was transferred to Grove Academy.

*Upcoming meetings attended*

- a. City-wide Parent Forum (Children and Families Services, City Square, 22 March): Doreen will attend this meeting.
- b. Children and Families Services (City Square, 25 April): Attendees TBC. This meeting will divide into discussion groups for primary and secondary clusters, while future meetings will divide into geographic clusters.
- c. Music Concert (16 March): Grove will host the Easter Concert. Friends of Grove will serve refreshments. Clare to notify parents about parking as Eastern Primary will have their school discos on the same evening.

**Item 6 Rector's Report, Graham Hutton**

- a. It was announced that Lesley Elder, Grove Deputy Head, had been appointed as Head of Braeview Academy. Both Graham and Dawn offered up congratulations on this promotion.
- b. Staffing and vacancies: Mr Hutton updated the meeting on the current staffing levels at Grove Academy. There are a number of new appointments including a new teacher in Business Studies. The post in Computing is still to be advertised. A Secondary School Support Assistant was appointed to the office. Interviews were held for a maths teacher. However no appointment was made and this post will be re-advertised. Michael Charlton will expand his hours to full-time librarian.
- c. Achievements and events:
  1. S3 Tree of Knowledge/Taste of the Industry Days (Hospitality) (25/26 January 2017)

2. There was a good response to the request for the completion of surveys for the Bereavement and Loss Project. The final tally of completed survey was as follows: 54 staff; 107 parents; 31 pupils.
3. Valencia football training trip (February 2017)
4. Dance Show at the Caird Hall
5. Ellie Hughes has secured a place in Glasgow as part of the National Youth Drama Theatre.
6. Saif Khalid, Kailas Narayanan, Farbod Radfar and Ciaran Roberts-Osterberg have been selected to perform with National Youth Jazz Orchestra of Scotland.
7. Better Places, Better Lives. Two teams from Grove entered and Team 1 won. They will present to the Waterfront board next week.
8. Rueben Hann is one of five finalists for this design of a time-capsule for the V & A. There was also a class award for Grove being the most creative school.
9. Mental Health and Well-being event: The logo of the school badge as a mask was developed to promote Mental Health Week. These are displayed throughout school. Deepa gave positive feedback on the related pupil workshop on Friday. On Tuesday 21 March (6.30pm) parents are invited to an event with a focus on mental health and well-being. Guest speaker Polly Jones, educational psychologist, on Tuesday 21 February at 7pm.

d. Future events

1. Music Concerts at Caird Hall (21 and 22 March)
2. Grove Academy was selected for the Programme for International Student Assessment (Pisa) field trials on literacy (22 March)

- e. Attainment Challenge: Overall £6,000 was awarded to Grove as part of the Attainment Challenge. These funds aim to target children who are looked after at home or in kinship care. These pupils will be the main focus of extra study support at the planned Easter school. Pupils in S3-6 are involved. The access will be widened to all pupils in S4-6. In the discussion, ideas were raised about the provision of lunch and transport during the holiday sessions.

**Item 7 Update on the Pupil Equity Fund, Graham Hutton**

Grove will receive additional funding (£70,000) from the Pupil Equity Fund. The amount is calculated based on the number of free school meals. The aim of the fund is to help reduce the poverty related attainment gap. The funds are in addition to what Grove Academy currently offers pupils. In the discussion, parents were asked for their ideas and inputs. Graham said the funds are to address a broad range of poverty including material, financial, emotional and mental health. In the lengthy discussion that followed, issues were raised and statements made about how poverty is measured, pupils' resilience and work ethic; and support to ensure positive destinations.

**Item 8 Mission**

In reference to the handout (refer to annex 1), Dawn led the discussion to formulate a mission statement for the Parent Council. The current aims of the PC (as written in the constitution) were reviewed and the meeting affirmed that these are to be left unchanged. There were many views expressed to refine the wording of the mission statement. The revised mission statement text will be brought to the next meeting for approval.

**Item 9 Flow chart on where to direct queries**

Due to time constraints, this discussion will be held over to the next meeting. Refer to annex 2. Clare to circulate and collate feedback on the draft flow chart.

**Item 10 Communication**

Due to time constraints, this discussion on how the PC communicates with the wider Parent Forum will be held over to the next meeting.

**Item 11 Any other current business**

- a. Penny Lewis asked that at the next meeting we look at how the school decides on the issue of the number to of subjects taken per pupil for their Highers.
- b. Julie Lynch provided a report on the activities of Friends of Grove (FoG). She said the Christmas Concert was a success. The Easter Concert will be held on 16 March and FoG will be setting up and servicing wine and biscuits during the interval. FoG met on 8 March to discuss the next steps since the Doors Open event. FoG is happy to hear that the folders have been well received on Parents Evening. FoG is hoping to host an evening event for former pupils and parents. They are investigating a Friday

evening event in September as an option and are hoping to secure live music for the occasion. There is still a lot of work to do and volunteers are welcome. The next meeting is on April 17 at 7pm.

- c. Andy Creamer mentioned that the Parent Council could - if we wish - get our own password to be able to post the minutes and agenda directly on the Grove App (once the app developer makes it possible to upload documents). There are currently 600 users of the Grove App.

**Item 12 Dates of next meeting**

The date of the next meeting is Tuesday 23 May 2017 (last meeting for the 2016/2017 session).

**Annex**

1. Draft mission statement document
2. Flow chart on where to direct queries