

**AGM minutes**  
13 September 2016

**1 Attendance**

- |                           |                       |
|---------------------------|-----------------------|
| 1. Dawn Archibald         | 9. Penny Lewis, Chair |
| 2. Stephen Bain           | 10. Julie Lynch       |
| 3. Laurie Bidwell         | 11. Duncan McIntosh   |
| 4. Andrew Canning         | 12. Deepa Narayanan   |
| 5. Rhona Gray             | 13. Doreen Phillips   |
| 6. Graham Hutton          | 14. Derek Scott       |
| 7. Clare Jefferson, Clerk | 15. Sarah Simpson     |
| 8. Carole Jenkins         |                       |

**2 Apologies**

- |                  |                   |
|------------------|-------------------|
| 1. Alice Turpie  | 4. Kerry Bain     |
| 2. Tara Malik    | 5. Fiona McIntosh |
| 3. Mary Holligan | 6. Lesley Elder   |

**3 Matters arising**

There were no matters arising from the previous AGM.

**4 Minutes**

There were no changes. The minutes from the previous AGM were adopted.

Proposed: Penny Lewis  
Seconded: Deepa Narayanan

**5 Report of the Chairperson**

Penny Lewis, chair of the Grove Parent Council for 2015/2016, gave a report on the Parent Council. Penny spoke about the priorities of the Parent Council in the past year.

- a. The top priority of the Parent Council was to improve communication between the school and parents. The challenge of this task was to maintain a balance between the needs of parents and pupils. At a secondary school level, it is important to continue to develop pupil's independence and their ability to responsibility for their own arrangement. However, parents feel that pupils could be missing out on opportunities due to insufficient communication. The Parent Council received a request from a parent to include the issues of communication on the agenda. Penny raised these points on communication and it was generally felt that parents particularly would like more information on extra-curricular activities and opportunities for trips. Carole mentioned that one of the issues on communication is to identify what can and cannot be communicated via the various means such as email or Facebook and also how to communicate subsequent changes in communication with parents.
- b. Penny felt the Parent Council made modest progress in 2015/2016. Some of the key achievements included the frequent use of the Parent Council

Facebook page. The Grove Academy Parent Council Facebook page can be found via a search for 'Grove Academy Parent Council'. Pam Glass was thanked for her role in driving our Facebook Page. It was noted that the Facebook page is available for all school related communications. Deepa mentioned that she had some photos from the Cyclethon and would send through some pictures to our Facebook page. Penny mentioned that the FB page welcomes any school relevant news and information. If anyone has information to share, please personal message the FB page. Carole mentioned that she would like to establish community links with our FB page. Carole was advised to personal message the FB page and one of the administrators would undertake the necessary work to establish any linkages.

- c. Friends of Grove. Penny mentioned that the Parent Council maintain strong linkages with Friends of Grove. Friends of Grove have organised a Door's Open Day on Saturday 17 September from 10:30-14:30.
- d. Curriculum Content and Assessment. Penny mentioned that the Parent Council were pleased with the number of heads of department that were able to attend Parent Council meetings. The various presentations provided parents with great insight into the subjects. Particular mention was made of the following Grove staff:
  - i. Mrs o' Brien, Maths department
  - ii. Mrs McIntosh, Scottish Studies
  - iii. Mr Creamer, on the introduction of new technologies and his curriculum development work on preparing pupil's for their future pathways
  - iv. Mr Hutton, monthly updates on progress of the school
- e. Trends in Education. From the Parent Council's perspective, the Dundee City Council has focused in the 2015/16 session had been on closing the attainment gap rather than on issue of supply staff (as focused on in 2014/15). The Scottish Government's main focus is on the attainment gap. The Educational Institute of Scotland (EIS) identified concern over teacher's workloads.
- f. Pastoral care of pupils. During the 2015/16 session the Scottish Government tabled the Named Person legislation. The Grove Parent Council held a discussion around this issue. Nationally aspects of the legislation were challenged in the courts and as a result of the verdict, the Scottish government will need to adapt their proposed legislation.

Following Report of the Chairperson, a discussion was undertaken. The main points of the discussion include:

- a. Rise in the quality of communication between the school and parents. The Parent Council has put a great deal of effort towards increasing the communication between parents and the school. However, there is still room for improvement. It was noted that Michael Charlton, librarian, is responsive to any requests for website updates made on behalf of the Parent Council. Compared to the previous session, the school website is more current and update. Deepa informed us the Dundee City Council is working on establishing a link between the school website and twitter feeds. Furthermore, there is a new website design in the pipeline. However, the challenge of 'content population' remains the schools responsibility. The Parent Council requests that the calendar is updated as soon as the school finalise the dates for the current session. Some

of the information requested by parents included the dates for the Parent-Teacher Meetings and other contact evenings.

- b. Carole Jenkins spoke about the efforts of Grove Academy and the Local Community Planning Partnership (LCPP) on improving to work placement for Grove pupils. This was identified as an area that parents could engage in to assist pupils with relevant employment situations and modern apprenticeships. Carole also encouraged parents to complete the survey for the Community Plan. The purpose of the survey is to gather information about ways in which the quality of life can be improved in the Ferry. The Parent Council would circulate a reminder to parents to complete the 'Engage in the Ferry' survey.

## **6 Report of the Treasure**

Stephen Bain has served as treasurer for the Grove Parent Council for one year. During that time, the Parent Council has received no money nor spent any money. The Grove Parent Council does not have a bank account. The Dundee City Council provides an annual stipend of £100 to the Grove Parent Council for discretionary use. In the 2015/16 session, we used £38 as subscription fees for joining the Scottish Parent-Teacher Council. The renewal subscriptions for the 2016-2017 are now in September 2016. There is a new banded membership system for the SPTC. In the next meeting, we will need to decide on the type of membership Grove Parent Council wish to subscribe to (website: <http://www.sptc.info/>)

In the discussion, Julie Lynch reminded the meeting that the Friends of Grove are responsible for fund-raising and had recently applied to the LCPP for funds for display boards. Doreen Phillips mentioned that Forthill Parent Council used their funds for stationary. It was decided that any remaining funds from Dundee City Council should be given to Grove Academy to cover the costs of the photocopying for the Parent Council meetings. It was suggested that Stephen discuss these arrangements with Taletta.

## **7 Elections**

Penny Lewis stood down after two years service as chairperson. Nominations were taken for new office bearers. The outcome of this process was as follows:

Chairperson: Dawn Archibald  
Proposed by Penny Lewis and seconded by Deepa Narayanan

Vice-chairperson: Doreen Phillips  
Proposed by Penny Lewis and seconded by Deepa Narayanan

Treasurer: Stephen Bain  
Proposed by Penny Lewis and seconded by Deepa Narayanan

Clare Jefferson will remain on as clerk to the Parent Council.

## **8 AOCB**

Graham Hutton thanked Penny Lewis for her support and service to the school as Chairperson of Grove.