

## **Grove Parent Council meeting minutes**

Grove Academy Staffroom, 7 pm to 8:30 pm, Tuesday 28 May 2019

### **Attendance**

- |                              |                                  |
|------------------------------|----------------------------------|
| 1. Louise Abercrombie, Chair | 5. Tara Javed                    |
| 2. Jim Cochrane              | 6. Clare Jefferson, Clerk        |
| 3. Elaine Hodge              | 7. Fiona McLaughlin              |
| 4. Graham Hutton             | 8. Doreen Phillips, Deputy Chair |

### **Item 1 Welcome**

Louise Abercrombie chaired the meeting. After a brief welcome, she handed over to Doreen Phillips to provide a tribute in remembrance of Taletta Jamieson, the Parent Involvement Officer.

### **Item 2 Tribute to Taletta Jamieson**

Doreen Phillips, deputy chair of the Grove Parent Council, provided a moving tribute to Taletta Jamieson. She recounted the many years she worked closely with Taletta during her five years as chair of the Forthill Parent Council, and through her regular meeting attendance on behalf of the Grove Parent Council. Taletta was described as a 'once met, never forgotten' larger than life personality. She had a knack of persuading people to get involved in different projects. Doreen recalled being strong-armed into the taste testing of school meals and joining the Working Group on Dundee School Achievement. Taletta was passionate about raising issues on behalf of parent councils. Doreen extended the Grove Parent Council sympathies to her family, friends and colleges. Above all, Taletta showed great dedication and commitment to the parental engagement agenda. As a Parent Council, we would like to thank her for all that she did to further parental engagement. Both Louise Abercrombie, chair of the Grove Parent Council, reiterated her sympathies and noted Taletta had a good listening ear. Mr Hutton, Rector of Grove Academy, echoed these thoughts; particularly saying how Taletta epitomised love with her big heart and all she did for Dundee. Mr Hutton concluded by saying Taletta will be missed and leaves big shoes to be filled.

### **Item 3 Apologies**

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|--------------------|---------------------|
| 1. Dawn Archibald  | 8. Duncan McIntosh  |
| 2. Stephen Bain    | 9. Natalie Mackland |
| 3. Lindsay Crosbie | 10. Selu Mdlalose   |
| 4. Criag Duncan    | 11. Deepa Narayanan |
| 5. Marcelle Harper | 12. Senga Smith     |
| 6. Ewen Jenkin     | 13. Hong Zhang      |
| 7. Julie Lynch     |                     |

### **Item 4 Approval of the previous minutes**

The minutes from the previous PC meeting of 26 March 2019 were adopted without changes: proposed: Jim Cochrane; seconded: Doreen Phillips.

### **Item 5 Matters arising from previous minutes**

There were no matters arising from the previous minutes. All pertinent issues were included as line items within the agenda. It was noted that Clare still needs to obtain a list of the dates of the upcoming Ferry Local Community Planning Partnership meetings from Natalie Mackland and to share this list with Doreen.

## **Item 6 Correspondence/meeting attended**

### **a. Meetings attended**

1. Tayside Parenting Strategy, The Quay, Dundee, Wed 27 Mar, 10am-1.30pm. Clare attended. Overall she found the meeting a bit disappointing due to the lacked a strong input from the education services.
2. Tayside Parenting Strategy, Harris Academy, Dundee, Thurs 18 April, 7-9pm. Doreen attended. She said there were only eight people in attendance. Doreen found the meeting disappointing due to there being few parents / carers in attendance. There was an over-emphasis on non-education agencies. Although education was an element, the discussions were much wider than this.
3. Meeting with Executive Director, Paul Clancy, Wed 24 April 2019 7pm in Committee Room 1, City Square. Louise attended. Tara also attended as chair of the Forthill Parent Council. Louise felt that disproportionately too much time was spent on the topic of swimming lessons in primary schools (45 minutes). Other issues discussed included twitter and how it could be used as an effective communication tool in school. Louise mentioned how we felt that Grove Academy was using twitter very well. The Cost of the School Day was also discussed in the meeting.
4. Meeting on Wed 8 May at 6:30pm; venue tbc. Jim, the Road Safety Ambassador for GPC, said that this meeting did not happen and there was no communication about the meeting so he can only assume it was postponed.
5. Youth and Philanthropy Initiative (YPI) at Grove Academy on Wednesday 24 of April at 2pm. Graham Hutton, Clare Jefferson and Craig Duncan attended as panel judges. This is the third year that Grove has been involved in this initiative. The finalists presented superb presentations on their chosen local charity using difference techniques such as animation, photo or video of their site visits, demonstration material etc. The winner was presentation spoke about the charity Togs for Tots who won £3000. Craig Duncan asked that we mention how pleased and honoured he was to be part of the judging panel this year

### **b. Upcoming meetings**

1. Ferry Local Community Planning Partnership, held in Grove Academy Staffroom on Thursday 23rd May 2019. Graham Hutton attended. Doreen said that she would attend the next LCPP meeting. Clare will get the necessary information to Doreen about the dates of the meetings.

### **c. Correspondence**

1. Clare sent a thank you to Anne Leary for her presentation on the Cost of the School Day.
2. Emails were sent to Taletta about Selu's application to serve on the Appeals Committee and Clare's Clerk Fee Request. No response was received.
3. GPC received a response from Friends of Grove turning down the enquiry request for funding from the registration fees for the Duke of Edinburgh.
4. Clare exchanged some emails with Natalie Mackland on the process for funding request to the LCPP. Clare to follow up on this and draft a proposal for the funding of the DoE registration fees for April 2020.

## **Item 7 Duke of Edinburgh**

There was a recap and discussion on the current situation regarding the DoE at Grove Academy. The situation remains unchanged since the last meeting; although a group of S3 parents have met with Marcella around fund raising. Grove Academy is fully committed to the Duke of Edinburgh programme, however there are staffing considerations which are providing

challenges. For instance, Marcelle is on a six month rolling contract with Pupil Equity Fund (PEF) funding which limits the potential for a permanent employment contract. Furthermore, there are few other trained staff that are certified to lead expeditions which places an undue burden on Marcelle given her other commitments under the PEF funding. On Thursday during the in-service days, Chris Wood from the Duke of Edinburgh Foundation spoke to staff about the programme. It is hoped that this will get other staff involved to assist Marcelle.

In the discussions a suggestion was made to perhaps appeal to parents to see if anyone could assist in expeditions. Furthermore, mention was made of the model used at Monifieth High for the completion of the Duke of Edinburgh as provided by Aspen Outdoors (Alistair Ewan for the expedition service). Mr Hutton said that this was not the model used by Grove Academy.

Clare will follow up with the group of S3 parents to inform them that we have discussed the issue further but have not advanced too much on the initial discussions. Clare will follow up to find the cost of using Aspen Outdoors – although it should be noted this is not an avenue that Grove Academy wish to follow. Clare to write a proposal to the LCPP to request funding for the DoE registration fees for April 2020.

#### **Item 8 School Road Safety Ambassadors on the transport portfolio, Jim Cochrane**

Jim provided an overview of the transport portfolio. He mentioned that he had no response on an email sent to Taletta. He contacted Rick Servitide who has changed assignments, and directed him to PC Susan Morrison and PC Gary Watson. Jim will discuss options of parental engagement with them at a future point. Jim was provided with a hard copy of the old travel plan from 2015. Graham will send an electronic version of this document to Jim.

#### **Item 9 Former pupil network**

Selu, Lindsay and Clare are the current working group looking at establishing a former pupil network at Grove Academy. Clare mentioned that there had been lengthily discussions by the working group, but at this stage there are no proposal.

#### **Item 10 Report by Rector**

Graham Hutton, Rector of Grove Academy, presented his report on events, future events and staffing since March 2019.

#### **10.1 Events**

Mr Hutton provided an overview of the key events:

- Major Medals in the Dundee Cross Country Event at Baxter Park on 27 March
- Monty Monteith wins 3<sup>rd</sup> Place in Burgess Competition
- 1R1 raised £384 for Down's Syndrome
- 50 bikes for the Big Pedal 28 March
- Grove CWGC Team – Commendation CWGC
- S2 Loch Eil leadership Course
- Alix Christie –Tennis Scotland's Young Person of the Year
- NSPCC Talk of Internet safety from Heather White
- MATE ROV Challenge – UK winners and Runners-up – off to Tennessee
- YES – The Green Bean Company – National finals on June 5<sup>th</sup>
- S6 Leaving Ceremony
- YPI – S2 – Winners – Togs for Tots.
- Music Concert – 24 April
- Study Leave and SQA Exams

- Chalk Talk – 9 pages of Grove contributions
- Equalities Group raised £500 for LGBTI Rainbow Month
- Dundee Volunteer Awards – Secondary School of the Year
- S1 Scones Baking Competition
- High Teas from S3 Hospitality classes
- S1 Boys football team won North Region Secondary Schools Soccer Sevens
- Murray Griffiths and Luke Sangster – Midlands Boys' U14 Hockey team – won Inter-District Champs
- Inset Day – Practitioner Enquiries
- Sports Day

## 10.2 Future Events

Mr Hutton provided an overview of the key future events.

- Study Leave ends today – S4/5 back as S5/6
- Chris Rolfe ML Award – candidates
- YES Final
- Sports Leadership Awards
- Long Service Awards
- War Memorials - Rededication on 12 June
- P7 Induction Days – 12-14 June
- P7 Parents Evening – Thursday 13 June
- Final Fling – June 14<sup>th</sup>
- Visit of Convenor and Vice Convenor – June 18<sup>th</sup>
- Celebrating Achievement Event – June 18<sup>th</sup>
- McManus Award for Citizenship – June 25<sup>th</sup>
- End of Term – June 28<sup>th</sup>
- Back on August 12<sup>th</sup> – Pupils on August 13<sup>th</sup>

## 10.3 Trips for new session

- Berlin – Nov/Dec 2019
- Cern, Switzerland – March 2020
- Battlefields – July 2020
- USA - October 2020

## 10.4 Staffing

- 1 English and 1 SfL declared excess and are moving.
- 1.5 FTE Excess remaining
- CDT Post – Aimee McLaren (Current NQT)
- Technician Supremo – Laura Francis – vacancy for Science Technician
- 4 NQT's plus 1 Freebie NQT – but looking like down to 3 NQT's, so may have to advertise post permanently (Maternity Cover)
- Maths Maternity cover being advertised
- Acting Business Manager

## Item 11 presentation on the Five a Day

Graham Hutton provided an overview of the Five a Day initiative whereby he meets with five pupils every day to discuss what they think of the school. Thus far in the 2018/19 session he had met with 212 S1-S6 pupils. Across the six years during which pupils are Grove academy, he aims to meet with each pupil twice as part of the Five a Day. Under this

programme, young people have outlined their criteria for teachers and other feedback on the school. This information will be useful for setting the criteria for Grove Standards for Learning and Teaching. For example, meeting pupils at the door to the classroom upon arrival.

The information on the Five a Day is provided in annex 1. One aspect which stood out from the presentation was the lack of places to sit. Grove Academy lacks social spaces for pupils. Graham Hutton is yet to finalise how the £20,000 donation is to be spent.

### **Item 12 Presentation on the Faculty system**

Graham Hutton provided a review of the proposed faculty system. He mentioned that most other authorities in Scotland used a faculty system. It generally has worked well in smaller schools especially if there is a one person department or a small department. In Grove Academy the Senior Leadership Team is very important as is the leadership provided by the middle management level and within the classroom. The faculty system would complement this as it would allow for much stronger strategic planning and strategic outlook across Grove Academy.

Under the faculty system, departments at Grove would be clustered into 8-10 faculties instead of the current 17 principal teachers. This would improve the consistency through all posts. The discussions on the faculty structure and how this would work is currently being discussed with Principal Teachers. It is a balancing act as with any transition. Graham is supportive of the new faculty system especially now that there is a stronger rationale for its implementation (Refer to annex 1). The faculty system will work well at Grove.

Parents asked about the timetable for the roll out of the new faculty system. Currently Graham is busy with consultations with staff, parents, principal teachers, pupils (though the Five a Day) and unions. In effect Principal Teacher's jobs are on the line but it is hoped that the impact of this restructuring can be minimised through natural wastage, retirements or promotion of existing principal teachers.

In January 2020 the posts for the faculty heads will be advertised with post being ring-fences for existing principal teachers, deputies or guidance staff. Existing PTs will have three year conserved salary. If any posts are not filled, then the faculty posts will be advertised nationwide. In August 2020 the faculty system will start at Grove Academy. Mr Hutton feels that the new faculty system will enhance teaching and learning at Grove.

### **Item 13 Any Other Current Business**

13.1 Tara asked whether frozen meals are used at Grove Academy. Graham to clarify this issue.

13.2 The next meeting will be the AGM where we will elect new members. It was noted that portfolio holders at Grove Parent Council usually stay in office for two years.

### **Item 14 Dates of next meeting**

The date for the first meeting of the 2019/20 session is Tuesday 17 Sep 2019. This will be an AGM followed by an ordinary meeting.