



Bathgate Academy Parent Council Meeting Minutes of Meeting held on Wednesday 14 May 2014

Present: G Abbot, I Meek, D Nelson, S Moffatt, Cllr Cartmill, Cllr McGinty, J Baird, J Smillie, K Smillie, Y Shaw

1. **Apologies:** J Bryce, D MacDonald, Cllr Dixon, J Jeromson, L Bell, J Harkins

2. **Departmental Presentation** – S Moffatt

Sarah Moffatt, Acting PTC Science delivered an informative presentation to Group offering an outline of curriculum contents pertaining to said subject area. An insight into all the aspects delivered to pupils in both the Broad General Education and Senior phase relayed to Parent Council for information. The initiatives continually explored to ensure cross curricular links explained and emphasised as an on going consideration. With respect to the culture of pupil evaluations it was informed that exercises are carried out on a self, peer and formal evaluation basis ensuring that continued progression is encouraged and maintained.

3. **Minutes of Meeting held Wednesday 19th March 2014**

No matters arising from previous minutes.

4. **Head Teachers Update** – G Abbot

In matters relating to staffing, G Abbot advised that 3 members of staff will retire at the end of this session. Their hard work and commitment to Bathgate Academy is greatly appreciated. An outline of staffing intentions/requirements as a way forward relayed to Group for information. G Abbot emphasised to Group the impact the falling school roll will have on future staffing statistics. This matter is continually being reviewed. Parent Council were informed that there have been no arrangements made for Bathgate Academy to enlist any probationary staff in the August session.

A decision has been made to re schedule the current pupil registration period from the beginning of the school day to a mid-morning tutor time. After a review of pupil time keeping, concerns were raised as to the number of pupils not arriving promptly and attending the designated pupil registration time. At the start of the school day pupils will now commence their timetabled classes whereby the usual class registration is carried out. Tutor time will be mid-morning and offer pupils staff contact time with any relevant school briefings distributed at that time. Feedback to date has shown this to be an effective and positive exercise.

To offer S1-S3 wider curriculum choice a suspended timetable event will take place in school Mon 19th May – Fri 23rd May 2014. Pupils will participate in a range of departmental activities whereby they are encouraged to develop and stimulate a variety of skills for example, team building, leadership, problem solving and creative thinking. The week will culminate in an educational visit linked to the activities undertaken throughout the week.

To celebrate the efforts of S1-S3 pupils a Merit Awards Ceremony will take place in Bathgate Academy on Wednesday 4th June. Eric Burton will address the attendees. The Senior Pupil Awards Ceremony is scheduled to take place on Wednesday 25th June with the speaker for this event being Tam Bailey. Further information on said events will be available on the Bathgate Academy web page.

G Abbot congratulated the twelve S1 pupils on their recent achievements at the Young Writer Awards. This is a fantastic accolade for both the pupils and school alike.

5. Parental Contribution – I Meek

It was confirmed that a letter explaining the Parent Council Contribution Scheme has been drafted and will be issued to parents in due course. Discussions ensued as to the logistics of the Scheme with Group offering points for address as a way forward.

Letters to be distributed annually in June with P7 pupils from catchment schools included in the mailings. Parents to be advised at the outset that this is an annual and voluntary contribution scheme whereby regular feedback will be delivered on the expenditure of funds.

Monies to be utilised for non core expenditure.

The success of parental contribution schemes currently undertaken at neighbouring schools to be relayed to parents as an exemplar to promote Bathgate Academy Parent Council intentions.

6. Parent Council Meeting Dates

Meeting dates for next session have been set and agreed as follows :

24th September 2014 AGM

19th November 2014

21st January 2015

18th March 2015

13th May 2015

7. AOB – All

Proposed School Session Dates adopting a set Easter break period are still under negotiation. Further information will be informed as and when available.

Parent council members are welcomed to attend a West Lothian Council Parent Forum on Tuesday 27th May, 7pm at St Margarets Academy. Agenda Items for this session showing as:

1. Improving Mathematics Across West Lothian Schools – Elaine Cook
2. Curriculum for Excellence – Format for Additional In-Service Day – Elaine Cook
3. Recruitment and Staffing – James Cameron

Parent Council members commended Bathgate Academy staff for their professionalism and commitment shown and the positive teaching environment offered to pupils.

The recent external funding application discussed at previous Parent Council meetings has been completed and submitted and is still under consideration. Further information will be informed as and when available

8. Date of next Meeting – Wednesday 24th September 2014 - AGM