

## **Dingwall Academy Parent Council**

### **Minute of Meeting held 7<sup>th</sup> November 2016**

#### **Present**

Helen Cameron	Samantha Blyth	Stephen Mackenzie
Emma Whitham	Laura Ross	
Alister MacKinnon	Karen Cormack	
Lindsay Ramsay	Alan Stewart	

#### **Apologies**

Eileen Bice	Jason Hasson
Margaret Paterson	Alison Macleod

#### **1. Approval of Minutes of meeting on 5<sup>th</sup> September 2016**

The minutes were proposed by Stephen Mackenzie and seconded by Samantha Blyth.

#### **2. ICT**

Alister Mackinnon confirmed that the Wipro contract has now been approved and work has begun on the transfer, with the official transfer date being the 1st April 2017. The Fujitsu staff will be tuped over to Wipro, which was welcomed by everyone in the room as this provides consistency in support.

Dingwall Academy is first on the list for rollout of Chromebooks. This is scheduled to take place in August 2017. Members of the Parent Council were keen this was brought forward to June to tie in with start of new academic year if possible, especially for the senior school.

Wi-fi speed is still an ongoing issue but Dingwall Academy have volunteered to be the first big school to get increased bandwidth.

The Parent Council has concerns about distance learning programme and all members strongly believe the greatest effort should be made to prioritise this development of the initiative, as further cuts to budget are looming and this will impact subject offer in school.

**Action 1** - Sam Blyth - Representing Dingwall Academy Parent Council at Parent Council conference on Saturday 12th November - ask questions about distance learning programme and raise concerns.

#### **3. Employability Fair**

Dingwall Academy had first employability event in September and it was very successful with feedback from pupil, staff and visiting speakers all very positive. The plan is to have another event next year.

#### **4. Road Safety**

Alister Mackinnon advised that Dingwall Primary School are taking the lead role on Evanton Road road safety review.

#### **5. Senior Phase Support Scheme**

Karen Cormack advised that Dingwall Academy has introduced a new support scheme for S6 pupils and one to one interviews will be available for those pupils who are identified as needing extra support.

## **6. School building**

Karen Cormack has a meeting later this month with the Facilities Company to discuss on going issue of temperature control and airflow in school. The Parent Council agreed to support the school by writing a letter to Facilities Company to demonstrate the extent of the issue and the impact it is having on the pupil's learning environment. Lindsay Ramsay emphasised the importance of highlighting the Health and Safety aspect and Karen Cormack advised that the school office have records of children who are affected by poor circulation - mainly dehydration. This information is to be included in letter to the Facilities Company.

**Action 2** - Helen Cameron to write letter and Samantha Blyth to assist by sourcing some key facts and figures.

## **7. S1 Parent Information Night**

Helen Cameron attended and managed to recruit several new parents to Parent Council.

## **8. Rock Challenge**

Helen Cameron sent card on behalf of parent Council thanking the staff for all their effort and commitment. There has been huge increase in participants in Rock Challenge this year with 150 pupils signing up, concerns were raised about the potential budget required to support pupils with this project.

## **9. Amendment to AGM**

Samantha Blyth was officially reinstated as Vice Chairperson - she was nominated by Stephen Mackenzie and this was seconded by Laura Ross.

## **10. Treasurers Report**

The Christmas Fair is the main cash-flow at the moment. There is £1281.06 in cheque account and £78.36 in savings account.

## **11. Christmas Fair**

There are 117 stalls booked.

**Action 3** - BBQ - Helen Cameron and Emma Whitham to arrange.

**Action 4** - Karen Cormack to ask HFT department to make soup - Stephen Mackenzie to provide vegetables.

**Action 5** - Alister Mackinnon to ask Tesco for 500 rolls, 1000 rashers of bacon, sauces napkins and butter.

**Action 6** - Bottle Stall – Samantha Blyth in charge. All bottle donations need to be received by school office by 25th November. The Parent Council agreed to make a £200 worth contribution.

**Action 7** - Raffle Alister Mackinnon to ask Wipro for donation - suggestion an iPad.

**Action 8** - Raffle - Stephen Mackenzie to ask for donation from Loopalu, Kinkell House Hotel and Glen Ord Distillery

**Action 9** - Samantha to order 4 signs.

**Action 10** - Stephen Mackenzie and Alan Stewart to put signs up.

**Action 11** - Alister Mackinnon to provide a Santa suit.

**Action 12**- Emma Whitham to put together volunteer rota and email all parent helpers.

## **12. Next fundraiser**

There will a Race Night on Friday 3rd February - over 18s only.

**Action 13** - Samantha Blyth to arrange for this event to be advertised at the Christmas Fair.

## **13. School Reporting Group**

The school Report Working Group is due to meet on Thursday 10<sup>th</sup> November and Karen Cormack has requested a parent representative attend meeting. The Parent Council felt strongly that this was an important issue and welcomed wider parental involvement in process.

**Action 14** - Emma Whitham and Helen Cameron to attend and represent views of Parent Council.

**The date of next meeting is January 23<sup>rd</sup> 2017 at 7pm**

### Tasks Requiring Action

<b>Action</b>	<b>Task</b>	<b>Who</b>
<b>1</b>	Attendance at Parent Council conference on 12/11/16 – ask questions about distance learning programme and raise concerns.	Samantha Blyth
<b>2</b>	Write letter to Facilities Company	Helen Cameron
<b>3</b>	Organise Christmas Fair BBQ	Helen & Emma
<b>4</b>	Ask HFT to make homemade soup for Fair	Karen Cormack
<b>5</b>	Ask Tesco for BBQ produce	Alister MacKinnon
<b>6</b>	Organise Bottle stall	Samantha Blyth
<b>7</b>	Ask Wipro for raffle donation	Alister Mackinnon
<b>8</b>	Ask for raffle prizes from Loopalu, Glen Ord Distillery and Kinkell House Hotel	Stephen MacKenzie
<b>9</b>	Order signs for Fair	Samantha Blyth
<b>10</b>	Put up signs	Stephen & Alan
<b>11</b>	Provide Santa Suit	Alister MacKinnon
<b>12</b>	Volunteer Rota	Emma Whitham
<b>13</b>	Advertise Race Night at Fair	Samantha Blyth
<b>14</b>	Attend Report Working Group	Helen & Emma