

Mintlaw Academy Parent Council



Meeting Minutes

Tuesday 5th September

Present: Anna Gillanders (Chair), Kathleen Ramsay (Minutes), Linda Duthie, Gareth Oldham, Laura Morris, Cllr Norman Smith, Cllr Jim Ingram, Yvonne Beagrie, Elizabeth Preston, Jeff McAdam, Vicky Fowlie, Robert Lodge, Joyce Mannion, Debbie Willox, Sheila Cruickshank, Mary Hay

Apologies Carole McHugh

1	Welcome Chairperson AG welcomed everyone to the meeting	
2	Minutes of Previous Meeting held 25th April Minutes of the last meeting were accepted as read, proposed by Kathleen Ramsay and seconded by Anna Gillanders	
3	SQA Results Gareth Oldham gave an extremely informative presentation detailing Mintlaw Academy SQA results. He gave an explanation of National Qualifications against SCQF framework also explaining the changes to exams in the next couple of years. 2017/2018 - will see no unit assessments 2018/2019 – changes to Highers (not yet announced) 2019/2020 – changes to Advanced Highers (not yet announced) S4 attainment improved year on year (measure is achievement of 5+ course awards) 2017 = 52% 2016 = 43% 2015 = 43% 2014 = 42% 2013 = 28%	

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SQA Results (cont'd)

S5 attainment figures slightly disappointing as prelim figures were slightly higher at 30% (measure is achievement of 3+ Higher awards)

2017 = 27%

2016 = 38%

2015 = 35%

2014 = 20%

S6 attainment figures were the highest in 10 years (measure is achievement of 5+ Higher awards overall)

2017 = 32%

2016 = 20%

EP asked if the S5 figures were due to less pupils moving on to a positive destination. LD responded by advising positive destinations at Mintlaw Academy were very strong and the figure is possibly due to more pupils leaving as the figure is measured against previous S4 pupils results

GO discussed raising attainment and advised various strategies will be in place including early intervention, requirement to study 5 subjects in S5 with an analysis of choice, supervised study, monitoring targets and working graders and scheduled performance management meetings to review grades.

Insight is a tool the school uses to capture attainment and wider achievement. All SQA results are input on Insight and results are compared to the national performance. This is a powerful tool which is helpful and useful for the school. An emphasis is put on literacy and numeracy achievement as well as positive destinations. Mintlaw Academy and primary teachers are looking at numeracy as a priority. There is a PT for numeracy vacancy however they will work on this. It is likely that National assessments will be rolled out in primary schools.

Various questions were raised by committee members at this point:

- Cllr JI asked how statistics affect positive destinations within Mintlaw Academy. LD advised senior pupils appear very confident regarding this.
- RL asked if the statistics were analysed by department and was advised this would be done but not until all information had been input to Insight.
- AG enquired if there was a back-up plan for those pupils not on target to achieve a National 5 qualification since the unit assessments were no longer a requirement. GO advised pupils were monitored and reviewed as the year goes on and actions would be in place to help them achieve individual units if they were unable to achieve the whole award.
- EP asked in internet access affected attainment and was advised pupils were using supervised study classes wisely and had not been an issue as yet. LM advised the school had a wide resource bank so pupils don't have to rely on the internet and more importantly teachers were there to teach – this is the best resource.
- LD advised they run a pilot scheme last term where S6 pupils signed a contract to allow them to take their own device into school. This was used wisely last term.

4	<p>Modern Languages Presentation</p> <p>LD introduced Laura Morris the new principal teacher in Modern Languages. LM advised the languages results were consistent from last year. She continued by advising French was the primary language as this would be continued from primary school to secondary with a 2nd language introduced in 3rd year.</p> <p>Over the next 10 months she will be looking at the department making sure a robust process is in place to prepare pupils for exams and to ensure reading, writing, listening and speaking skills were further embedded.</p> <p>LM added even though there were significant changes to assessment procedures the languages department will continue informally with assessments and use the information as a guide for benchmarking. There is a new writing assignment to be completed just before Easter holidays.</p> <p>The focus for the next 12 months in to review the Broad General Education (years 1-3) and look at the transition from primary to secondary as well as keeping abreast of the forthcoming changes to SQA exams. SC asked if S1 pupils got homework to be advised they were. She then asked if it would be possible for parents to be advised of this. The Glow system has been revised and upgraded and will be used for this shortly. JMc asked if Spanish would be offered. He was advised it is currently offered as a wider achievement and may be rolled out in the future but not at the detriment of French and German. My World of Work shows businesses look for German as a language before any others. LM adding the North East of Scotland do better in German than elsewhere perhaps as a result of the similarities to Doric.</p>	
5	<p>Chairperson's Report</p> <p>Chairperson advised the committee this would be her last meeting as her son has now left school and moved on to college. She advised she has had a fantastic time being part of the Parent Council and enjoyed every moment. She added she would recommend it to anyone willing.</p>	
6	<p>Treasurer's Report</p> <p>No transactions since last meeting</p> <p>Balance stands at £567.91</p>	
7	<p>Head Teacher's Report</p> <ul style="list-style-type: none"> • Customer Service Excellence Report 2017 <p>The school achieved "Compliance Plus" standard for this prestigious award. A copy was given to Parent Council members and was agreed to further copies to be available around the school. In addition, an electronic version will be put on the website with a text to advise</p>	

parents.

It has been 10 years since the school's last inspection therefore an inspection was expected soon. The Customer Service Excellence Award was a good practice for the HMI.

• **Mintlaw Academy Improvement Plan 17-18**

The school will use this plan to measure against quality indicators which have been agreed and set by the school during an in-service day as targets:

- Leadership of change
- Learning, Teaching and Assessment
- Family Learning
- Ensuring Equity, Wellbeing and Inclusion
- Raising Attainment and Achievement
- Creativity and Employability

Pupils were also involved in this process however it was felt they would have needed longer as they did not achieve the best outcomes and perhaps they would require a better explanation. The exercise will be repeated in October with improved outcomes expected.

Regarding Family Learning, pupil and parent Numeracy workshops are planned.

• **Staffing & Accommodation**

It is reported in the news that there are over 700 vacancies across Scotland however Mintlaw Academy can report they are doing very well compared to this:

- PT Modern Languages – Laura Morris has replaced Mr Richardson
- PT Creative Arts – Kirsty Corney has taken up this post. She was PT for Drama
- PT Maths – Mrs Ferguson is expected to be off until at least October. An internal appointment has been made with Mr Canning appointed Acting PT. Mr Melrose (retired from Technical) has a Maths degree and is working supply days as well as Miss Gruer working 1 day.
- Acting PT English – Mrs Donald is in this post
- English – This area is 0.8 FTE down in staff. It is expected a 0.4 FTE will be recruited on Friday however LD and GO were English teachers and currently helping out.
- STEM – Technical department is currently overstaffed therefore English can be delivered with a slight difference i.e. 3 periods of English and 1 period of Digital Literacy
- Acting DHT – Emma-Jane Whitehead is acting DHT for 0.6 FTE with a focus on attainment and extra pupil support
- PTG Brucklay – Mr Laird has been appointed as Principal Teacher in Guidance for Brucklay as Mr Kirk-Patrick has been seconded to Banff Academy

	<ul style="list-style-type: none"> • Learning Plaza <p>The budget to upgrade the library has been increased from £300,000 to £350,000. Architects have been in preparation for plans. The English classrooms will be “done up” i.e. painted and re carpeted but this will be dependent on any money left. The work is expected to take approximately 12 weeks and will start in January. This will not have an effect on the prelims as they can be accommodated elsewhere.</p> <ul style="list-style-type: none"> • Playing Fields/All Weather Pitch <p>The playing fields have been inaccessible and flooded for some time therefore not fit for purpose. There has been some exploratory work carried out to find out the issues to be resolved. The all-weather pitch is currently totally out of commission. Cllr NS advised turf on the pitch will be laid in the next couple of weeks – the delay has been because of contractor issues.</p> <ul style="list-style-type: none"> • Sponsored Walk <p>There will be a sponsored walk on Wednesday 13th September for the whole school. The aim is to raise much needed funds considering the cost of everything. The target has been set as £15,000 which is achievable if each child raises £20. It was understood this may not be doable for everyone by will probably be balanced by other sponsors. This money will be split into £10,000 for extracurricular and transport with £5000 being available for faculty bids.</p> <ul style="list-style-type: none"> • Ground Rules/Attendance <p>A letter will be distributed to all parents detailing school expectations. It was given to members of the Parent Council to review and agree as appropriate.</p> <ul style="list-style-type: none"> • UNRRS Level 1 Bid <p>LD requested a parent representative going forward. The aim is to look at children’s rights and how Mintlaw Academy can promote this.</p>	
8	<p>AOCB</p> <p>EP commented that the pupils’ language when out and about from the school is sometimes not good however did state that this can be usual for the beginning of term and would expect it to settle</p>	
9	<p>Date of next meeting</p> <p>Wednesday 22nd November at 6.30pm in B2</p>	