



## APPROVED AGM MINUTES

DATE: WEDNESDAY 10 FEBRUARY 2016

PRESENT:	Louise Elder	Chair	PSP member
	Caroline McKinnel	Vice-chair	PSP member
	Linda Bowen	Parent	PSP member
	Amanda Herriott	Parent	PSP member
	Janette Middlemass	Parent	PSP member
	Derek Simpson	Parent	PSP member
	Kim White	Parent	PSP member
	Mark Wyllie	Parent	PSP member

IN ATTENDANCE:	Andy McBain	Parent
	Liz Syme	Clerk

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### 1. Welcome and Apologies

Louise Elder (Chair) welcomed everyone to the meeting. Apologies were received from Jon Hunton.

### 2. Election of Parent Members

*Existing parent reps:*

Mark Wyllie stood down as parent rep. Louise Elder thanked him for his support during his time with the PSP. All other parents were happy to remain as parent reps.

*New parent rep:*

Andy McBain was welcomed as a new rep of the PSP.

### 3. Election of Staff Members

Calum Blair and Colin Dempster will remain as Staff Members of the PSP. Steve Wands is Associate Member.

### 4. Election of Office Bearers

Louise Elder will continue as Chair and Caroline McKinnel as Vice Chair. All present were in agreement.

### 5. Amendments to the Constitution

*PSP and KASG:*

Louise Elder explained that the KASG (Knox Academy Support Group) is a sub-group of the PSP. To help parents and carers have a better understanding of the role of the PSP and KASG the name of the groups will change within the school. Both groups will come under the heading of 'Knox Academy Parents'. The PSP will be known as Parent Council, and KASG will be known as PTA. The Constitution will not be amended as this would involve too many changes outwith the school.

## 6. Annual Report

Louise Elder sent a copy of the draft Annual Report to members. Members agreed that the group is well structured and meetings are well attended. It was suggested that a Parent Council calendar be set up. There is usually an annual rhythm of events and parents and carers would be able to see what is forthcoming. Members discussed Parent Council involvement in other areas, such as the school Development Plan, Curriculum design and school calendar. Parental input would give new ideas and could give a slight shift in priority. Louise will discuss this with Mrs Ingham. Louise reminded members that Recruitment and Selection training is available if they want to take part in staff recruitment.

**Action LE**

## 7. Parents' Matters

None.

<b>Action Points</b>	<b>Who</b>	<b>When</b>
Louise to speak to Mrs Ingham about more Parent Council involvement in Development Plan, Curriculum design and school calendar.	LE	As soon as possible