

Dumfries Academy Parent Council

20.5.2026



1. Welcome and Apologies

Present: Joanne Dillon Headteacher (JD), Liza Vinnie (Chair), Lucile Giriat (Treasurer), Melanie McEwen (Vice Chair / Secretary). Parents: Rad Dreniaczyk , Joanne Russel Apologies **Dr Gordon**

Miss Anderson with Pupil Council Representatives present or Agenda Item 3

2. Minutes of Previous Meeting

Minutes of the previous meeting approved with addition of treasurer's report.

Matters Arising

JD provided an update on catering outlined a phased approach to encourage S1-3 to stay on campus for lunch.

Connector link has been updated and can go on PC page on website with leaflets available.

Follow up actions: JR to provide a simple poster to explain the benefit and outcome to enable sharing through communication channels, socials and at events.

Compiling a list of clubs activities that the pupils would like has been carried forward by JD

All other items on agenda.

3. Pupil Council Bid Update

Representatives from the Pupil Council presented their funding application to the Parent Council for improvements to the social area. The pupils were commended for their presentation and research. It was unanimously agreed that the PC was happy to support the bid in principle and the Pupil Council representatives were advised to work out the most effective use of the funding available as either a starter for their project or for match funding as it was recognised that the money available would only fund a small portion of what they hope to achieve.

Action

Pupil Council to present full costed bid to Parent Council to secure funds.

MMc to provide letter of support from PC

4. Treasurers Report

The balance of funding is £2298.31 at the 15th May with the main outgoings being bank fees and income being legacy lottery payments. The Local Authority allowance is used to cover bank fees.

LG advised that up to £300 still available and it was agreed that additional banner for the Parent Council would be beneficial.

Action MMc

Original banners to be located and additional design to be prepared which aligns but doesn't duplicate.

Item 5 Parental Engagement Plans

The Focus Group on reporting, options choices and communications took place and notes and actions available on the school website parent section.

JD advised that work had continued, and a calendar of events was being prepared and asked for the opinion of the parent council on format. The consensus was that a live calendar with links to more detailed information on each event was preferable to a fixed image although this may be useful in addition.

Action JD - Refer to notes/suggestions provided at the Parent Focus group for more details and continue to engage with PC to include parents in design of this 'service' to parents.

Parents Evening continue to be well supported with attendance at around 60%.

JD advised the each faculty has been asked to deliver a 'showcase event' which offers joint pupil and parental engagement and activities. It was recognised this has been successful in areas like sport and cooking/baking but may be more challenging in other curricular areas.

Action JD

Faculties to pilot report back to PC.

PC to consider what might attract parents to attend and bring suggestions to next meeting.

The Employability Event was discussed and it was agreed that this would be useful to redo and offer again but try and reach more people by having a longer lead time, a wider variety of partners.

Actions JD to suggest a date that aligns with school calendar

MMc to prepare short information about why to come for communication and calendar information .

Item 6 Parent Council AGM

MMc alerted the meeting that the number of parents did not currently meet the criteria for the constitution. This can potentially be changed if it does not contravene any local authority guidance and if voted on at the AGM.

Actions

MMc Circulate current constitution and highlight where changes required.

JC suggest meeting dates for session 2026/27 including AGM.

Item 7 School Show 24/25/26th June

School Show preparations in hand with help requested from parents in the following areas:

- Front of House - Meet and Greet/Tickets from 6pm onwards (dressing up optional)
- Make Matilda themed cake for the raffle
- Promote and share to encourage ticket sales

Actions

Rad and Liza agreed to help all three nights. Melanie agreed to help one night and Joanne 1 night so one night left to cover.

Liza kindly offered to make the cake for raffling and the PC agreed to pay for ingredients.

MMc to provide a sentence for programme from PC re entry to raffle and any other info.

Item 8 End of Term Events

Discussions ongoing re end of term events. JD expressed her gratitude for the enthusiasm and willingness from our PC Chair Liza to support the school with interesting new ideas.

Actions

JD to follow up with LV re special end of term events.

MMc noted that the Prizegiving Categories were still attributed to last years sponsors and this needs updated. LV stressed how important it was that the PC supported these medals and

members agreed that the PC will again pay for medals, sponsor some of the categories and be present to award at assemblies.

Suggestions:

- Fairness – awarded by the Parent Council
- Ambition – awarded by the Head Teacher
- Respect – awarded by Dumfries Saints (MMc to follow up)
- Responsibility – awarded by the Rotary Club
- Compassion – awarded by the Parent Council

Actions

LV to order 15 medals to cover all three year groups

The Parent Council to prepare a list of volunteering opportunities for parents to get involved in helping out at events has been c/f from the last meeting

AOCB None

Actions Summary

Actions	Responsible
Provide a simple poster explaining benefits/outcomes of Connects for sharing	JR
Compile list of pupil-requested clubs/activities	JD
Present full costed bid to secure funding	Pupil Council
Provide letter of support to Pupil Council from Parent Council	MMc
Locate original banners and prepare an aligned new design	LG/MMc
Refer to focus group notes and continue engaging PC on calendar design & parental engagement	JD
Faculties to pilot showcase events and report back	JD
Consider what would attract parents to attend faculty events and bring suggestions	Parent Council
Suggest date for employability event aligned with school calendar	JD
Prepare short info explaining why to attend employability event	MMc
Circulate current constitution and highlight required changes	MMc
Suggest meeting dates for 2026/27 including AGM	JD
Support school show front-of-house across nights	Rad, Liza, Melanie, Joanne
Make raffle cake (Matilda theme) and arrange ingredients	Liza
Provide programme text (raffle info, etc.)	MMc
Follow up on special end-of-term events	JD
Order 15 medals for prizegiving	LV
Follow up with Dumfries Saints & Rotary re sponsorship (Respect & Responsibility awards)	MMc
Prepare list of volunteering opportunities for parents	Parent Council