

Dunblane High School Parent Council



Draft Minutes for the Annual General Meeting of the Parent Council

15th May 2017

Venue – McCarron Room

7.00 – 8.45pm

Attendees

Sandy Fleming (Chair)
Lindsay Goodfellow (Vice-Chair)
Stuart MacKay (Head Teacher)
Lesley Imrie (Depute Head)
Louise Scott (Teacher Representative)
Lynne Ross (Treasurer)
Vicki Sheridan (Secretary)
Lorraine Thomson
Liz Fraser
Claire Clark
Maggie Gorman
Teresa Deakin
Carola Campbell
Lydia Parish

1. Apologies Apologies received from Mark Spencer-Bowles and Chinny Iroegbu.	
2. Approval of Previous Minutes dated 5th September 2016 Lindsay approved minutes and was seconded by Vicki.	
3. Chair's Report Sandy commented that the biggest transition that had taken place since the last AGM was the appointment of Stuart MacKay as headmaster 13months ago.	

A concerted effort has been made since the last AGM to improve communication within the Parent Council and to raise our profile.

- A Facebook page has been established and is being used to notify parents of up and coming events and pass on information.
- A banner was secured and has been used at various events and Parents Nights to promote the PC. Linsay reiterated our thanks to Steve McMurray for providing the banner.
- A dedicated PC email address has been set up which can be used to contact the PC directly – dhsparentcouncil90@gmail.com
- The PC also have an area on the school website where previous minutes and other information can be found. Mr MacKay confirmed that upgrading the website is being considered.
- The parent pay system is working well and as more parents log onto it the database of email addresses is expanding.

Representatives from the pupil fundraising MAD group (Make A Difference) attended one of the PC meetings and will be welcomed again when new appointments have been made.

A Christmas Calendar was produced and it was agreed that selling the calendars helped raise the profile of the PC around the town.

The PC have run Raffles at the Christmas and Easter concerts and these have been very successful.

An improved link has been established through the PC with the Randolph Hill Nursing home and it is hoped that this can be built on going forward

- Pupils who go on the Battlefield trip can visit to share their experiences with the residents and sing the songs they have learned
- It is hoped that some S6s may volunteer there
- The music department can visit
- Duke of Edinburgh participants could arrange volunteering

The PC is organising a parent-led Careers Fair which will take place on 13th June. We have around 55 parents confirmed to attend and the format will include various stalls arranged around the atrium which the young people can visit and 5 speakers in the Murray Hall.

<p>It is intended that the pupils will be encouraged to review the job types on offer and concentrate on say 10 for which they should prepare suitable questions that will help them learn more about those careers. Letters have been issued to all volunteers and speakers and final arrangements for stall layout etc will be confirmed next week.</p> <p>The enthusiasm from all parents who have been approached has been brilliant!</p> <p>Linsay asked whether our link schools could be invited to the Fair but at this stage it is hoped that interest from our own students will be high and space will therefore be an issue. It is hoped however that the 'model' will be able to be shared with other schools in the future.</p> <p>Sandy confirmed that the PC will mark the retirement of Mrs Margo Wilkinson who is leaving at the end of term.</p> <p>Sandy also thanked all members of the Parent Council for their good work during the last year.</p>	<p>SF/LG</p>
<p>4. Treasurer's Report</p> <p>Lynne commented that the PC bank account remains unchanged and has been audited at 6 month point by Christine Cameron.</p> <p>The decision was taken in September to produce a Christmas fundraising calendar. Tight timescales dictated how to proceed. The school agreed to meet the initial upfront costs, with the proceeds from sales to be reinvested in the school bank account. After covering outlay costs the profit was used to assist with the purchase of new seating in the atrium (breakdown of account associated with calendar sale is highlighted within the Treasurers report attached). A good profit was made since it has been established that VAT does not need to be paid on the print bill.</p> <p>It was agreed that in future early tendering would secure more cost efficiency and put less pressure on the sales teams.</p> <p>It was also agreed that all monies made by the PC should be banked through our own bank account to ensure complete transparency. All fundraising ideas should be agreed at the PC meetings.</p> <p>Mr Mackay and Linsay extended thanks to all involved with the calendar for a job well done.</p>	

5. Head Teachers Report

The new atrium seating has been really well received.

Over Easter the external learning/polytunnel area has been landscaped and looks great. This should allow more outdoor learning and closer community links to be forged.

Exams began on 2nd May and extend to 2nd June. The new school timetable also began last week and seems to be working well.

Duke of Edinburgh scheme has been very active. There has been great levels of parental support which is essential.

Excursions –

Battlefields Trip (S1/2) is away at present

London Trip (S2/3) is due to leave on Thursday

Madrid Trip (S3/4) is pending

Mexico Trip (S5/6) is planned for June

Montreal Trip earlier in the year was a great success.

Staffing –

Mr Pickevance is back on a part-time basis. This means that there are now 2 teachers qualified to take Media studies at Nat 4 level and Higher.

Mr Watson has been appointed in Arts and Health & Wellbeing

Both Susan Domin and Margo Wilkinson are to retire. Martin Shaw (previously working in Kirkintilloch) will replace Margo and Linda Scoles will replace Mrs Domin in Home Economics.

A Head Teachers meeting is scheduled for Tuesday (16th May). The allocation of Probationer teachers is high on the agenda since they are very important to facilitate the smooth running of the DHS timetable

S1/2 reports will be issued this week.

Careers Fair 13th June 2017

School Show 12th & 14th evening performances and 15th matinee performance. The set-up of the hall for the Careers Fair between performances is to be discussed.

SM/LT/VS

<p>The Self Evaluation 'SurveyMonkey' questionnaire is available for parents comment/feedback. Mr MacKay requested that as many parents complete the survey as possible as this will assist the school to plan for improvements going forward. The survey is intentionally not anonymous since some of the questions relate to matters where the school would look to provide instant assistance if required.</p>	<p>ALL</p>
<p>6. Election of Committee Members</p> <p>Office Bearers</p> <p>Sandy offered to remain as Chair; seconded by Linsay Linsay offered to remain as Vice Chair; seconded by Sandy Lynne offered to remain as Treasurer; seconded by Maggie Vicki offered to remain as Secretary; seconded by Sandy Chinny requested to remain as SPTC rep; seconded by Vicki Lorraine resigned from Fundraising post and was asked to step into the new role of Community Liaison (previously titled Social Convenor). This will be a 1 year appointment and will be reviewed at next AGM. Seconded by Vicki. Fundraising post is noted as vacant at present. A note of this will be made on the Facebook page.</p> <p>Louise Scott is stepping down as teacher liaison but will remain CLPL rep. It was agreed that the school will organise for a new representative. Thanks were extended to Louise for all her assistance over the years.</p> <p>Ordinary Committee Members</p> <p>Claire Clark, Maggie Gorman, Teresa Deakin, Liz Fraser and Mark Spencer-Bowles.</p> <p>Pupil Representative is to be confirmed following appointment of new Head Boy/Girl.</p> <p>Lynne will clarify with Christine Cameron whether she wishes to remain as Accounts Reviewer for the next year. Otherwise Anne-Marie Robertson will be approached.</p>	<p>SM</p> <p>LR</p>
<p>7. Any Other Council Business</p> <p>Linsay noted the low level of Council Entitlements for DHS. Liz confirmed that these levels are not controlled at Council level but are allocated by central Government and are dictated by the numbers of pupils with school meal entitlement.</p> <p>There may be some grant assistance/funding however that is available in relation to specific areas eg Investment in Technology? It was agreed that looking further into this would be on the agenda for the next PC meeting.</p>	<p>ALL</p>

<p>Lydia noted that her children had participated in a language exchange programme which had greatly benefitted them. It was agreed that she should write about this to publicise the experience and it may be included in the next DHS newsletter. It was also suggested that Lydia approach the publishers of The Wire (local information magazine) to ensure the information was promoted to the widest audience.</p> <p>Date of next AGM 14th May 2018 at 7pm</p> <p>Date of the next Parent Council meeting is 28th August 2017.</p>	LP
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