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| Minute/Note of Meeting | TITLE | Sgoil Lionacleit Parent Council | | |
| | DATE | 27 September 2016 | TIME | 6.30pm |
| | VENUE | Rm 34 | | |
| Present: | Catherine Ferguson, Joanna Peteranna, Ann MacDonald, Norma Netherton, Donald MacLeod HT, John Morrison, Beatrix Wood, Peter Bird, Susan MacAulay, Archie MacDonald, Kenny MacDonald DHT. | | | |
| Apologies: | Linda Johnson, George McGee, Michelle Gray, Shona MacInnes, Lizzie Dorrian, Ishbell Walker. | | | |

| Agenda Item | Summary | Action | Who? | When? |
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| 1. Previous Minutes | The previous minutes were approved. | Submit to school website | PC | asap |
| 2. Introduction of Mr Donald MacLeod, Acting Head Teacher | Mr MacLeod informed Parent Council of his wide experience in teaching and education. Based in Lewis, he explained that he is on a 3-day contract at Sgoil Lionacleit, working Tuesday - Thursday. He has been familiarising himself with school operations, management and protocols. Areas that have been given particular attention are uniform and security. The school are working on respect for the building and pupils' appearance with an aim that this will reflect in the expectations of pupils. | | | |
| 3. Uniform | The school appreciate partnerships with pupils and parents in working on a positive reinforcement of wearing the uniform. There is now about 99% compliance with uniform. | | | |
| 4. Security and Safety | To keep the corridors clear and belongings safe, the school are encouraging pupils to use their lockers and keep their keys safe. Keys easily get lost and some keys are being held by the Janitor. They have to be signed for when the pupil collects them. | | | |

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| 5. | Targets | Targets for pupils are set in class. These are reviewed so that pupils can understand what they need to do to be successful. The targets are shared on Parents' Evenings. Discussion followed re that this then leaves too long a gap without parents knowing what the targets are. | Consider putting targets in pupil's diaries for parents to see | HT | On-going |
| 6. | Appointment of Office Bearers | <p>Previous Office-bearers have stepped down</p> <p>Chair: Peter Bird Proposed by Ann MacDonald, seconded by Beatrix Wood.</p> <p>Vice-Chair: Ann MacDonald Proposed by Anne Bird, seconded by Archie MacDonald.</p> <p>Treasurer: Joanna Peteranna Proposed by Peter Bird, seconded by Archie MacDonald.</p> <p>Secretary: Susan MacAulay Proposed by Peter Bird, seconded by Joanna Peteranna.</p> <p>There was a discussion with regards a new Clerk.</p> <p>Query raised if PC can retain CF for continuity. Discussion followed that there must be at least 2/3 parent members, 1/3 non-parent members.</p> | <p>Consider who might take on the role of clerk.</p> <p>Circulate Constitution to members</p> | <p>JP</p> <p>CF</p> | <p>For next meeting</p> <p>Asap</p> |
| 7. | Police and Health Promotion | Discussion re usefulness of inviting Police and/or Health Promotion to meetings. | Invite Police and/or Health Promotion to meetings as appropriate | PC | On-going |

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| 8. | Parental Involvement | Discussion re how to encourage more parents to attend Parent Council meetings and develop broader partnerships with the school | Encourage parents to be involved in Focus Groups | HT DHT | On-going |
| 9. | Inclusiveness | HT explained how charity fundraising is an important part of school life but they do not want to put financial pressure on pupils and their families. | Continue to fund-raise on a donation-basis | School | On-going |
| 10 | Balance of Funds | CNES make an annual payment to the Parent Council. This should now have been paid in to the PC account. | Arrange for hand-over of treasurer's books | PC | For next meeting |
| 11 | Timings of Meetings | Discussion re timing and possibly meeting in different locations e.g. Lochmaddy and Daliburgh, to enable a wider range of parents to attend. | Consider again | PC | On-going |
| 12 | GroupCall | HT explained that the school is trying to increase the e-mail address contacts for parents to make communication easier via GroupCall. DHT advised that the Parent Council can use GroupCall to make announcements. | | | |
| 13 | Security | Discussion re provision within and outside the school | Contact Ed Dept with queries | PC | For next meeting |
| 14 | Blazers | DHT advised that PC have previously contributed to cost of blazers for senior pupils. New blazers are needed and the entire S6 (18 pupils) are 'School Leaders'. | Check balance of funds and consider a contribution, | PC | For next meeting |

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| 15 | Lockers | <p>School would like to change the lockers to padlocks rather than keys which can be problematic</p> <p>cost is £3.50 x 250 to change the mechanism and pupils would be expected to bring their own padlock</p> | consider a contribution | PC | For next meeting |
| 16 | Welcome screen | <p>The school are looking to put in a screen with rolling information, in line with other schools. The cost is approximately £1,800. It would also be a resource for the community for other activities in the building.</p> <p>Councillors' Ward Funding was raised as a possible source and it was suggested that pupils be involved in attracting funding</p> | | | |
| 17 | Football colours | <p>The fairness of banning football strips was discussed.</p> <p>It was confirmed that any team strips or tops are banned on school property during school time.</p> | | | |
| 18 | Next Meeting | The date of the next meeting was agreed for 6.30pm Tuesday 8 November 2016 at Lionacleit. | | | |