

**COMHAIRLE NAN EILEAN SIAR**  
**Sgoil Lionacleit**

**Minute/Note of Meeting**

**TITLE** : Parent Council

**DATE** : 07/02/2012

**TIME** : 6.00 – 7.00 pm

**DISTRIBUTION** : Parent Forum

**E-mail copy to:** school\_management\_lionacleit and sgoillionacleit

**Present:** Miller MacDonald, Gordon Wells, Norma MacIntyre, Archie MacDonald Theona Morrison, Ann Evans, Kate Dawson, Dorothy MacVicar, Margaret MacDonald.

**Apologies:**

Item	Summary	Action	Who? When?
1	<b>Apologies</b> Martin Taylor, Flora Steele, Archie Campbell, David Blaney, Marybell MacRury.		
2	<b>Minutes of Last Meeting</b> Proposed: Seconded:		
3	<b>Matters Arising</b> Suggestions for the 25 <sup>th</sup> anniversary – no new suggestions received, the only suggestions so far have been: the purchase of a new flag, and an open day at the school. Norma said it should be a whole school event and put the 25 <sup>th</sup> anniversary on the agenda for the AGM . Letter re: Library – the PC sent a letter and received a reply in general terms. H.T. report: Industrial action went ahead. Attendance: being vigilant and still ongoing. AOCB – H.T. spoke to Barney Johnson and the group wrote to all the local councillors re: funding. Norma said that if the group held a raffle the PC could provide a raffle prize to support their fundraising, perhaps to the value of £25 - £30. Kate said that if the teachers were going the extra mile with extra curricular activities then they should be aware that they could look to the PC for financial support. Holidays – H.T. said that the holidays had been agreed, the May Day holiday is back and all schools are now on the same schedule.	25 <sup>th</sup> anniversary of the school.	Agenda for the AGM.

4	<b>Correspondence</b>	<p>Norma said there was none, only the SPTC. Kate said she received a letter from Donald MacLeod re: meeting with PC members in Broadbay on 08/02/2012. Kate said she would reply with apologies and ask that in future they could include the venue, agenda and video conference facilities. Gordon said that locally it was Neil MacDonald who called all the Parent Councils together for regular meetings. Norma said that it would be useful if secondary school PCs were to meet as they had different issues to primary schools. Theona said that she received a letter from Janice Fraser containing concerns that the parents' evenings for S1 and S3 were not frequent enough. KD suggested that we deal with this under item 9 of the agenda: Communications.</p> <p>H.T. said he received a questionnaire for the PC – a self evaluating document. Norma said that people should send their completed forms to Kate who would collate the replies.</p>	<p>Write to Donald McLeod re: Broadbay meeting</p> <p>Circulate self evaluation document and collate replies.</p>	<p>Kate.</p> <p>Kate</p>
5	<b>H.T Report</b>	<p>Staffing – most posts have been filled. He said that Mrs Reid was going to step down as Principal Teacher for Art and Technical, and will continue as a teacher. He said that this post had been advertised internally. He said that changes to the payments of supply staff is affecting the school.</p> <p>He said that an S3 and an S4 English class are going to see “An Inspector Calls” at a theatre in Aberdeen and Glasgow respectively.</p> <p>A Machair Arts Project with Rebecca Cotton and Taigh Chearsabhaigh for S1/2 pupils is underway.</p> <p>Iain Parker from the National Trust will visited Sgoil Lionacleit and talked to S3 pupils about mapping St Kilda.</p> <p>Library – Mrs Pamela Bramwell Taylor opened the library on Monday (with a break for 30 minutes for lunch ) for pupils to study. H.T. said that she was on her own and that the school will monitor and support her as they can.</p> <p>H.T. said that the current S2 pupils will be the first group for the Curriculum for Excellence to follow a broad general education in S3. He said that in Sgoil Lionacleit a broad, general education for S1 – 3 is similar to the way it's always been, pupils choose subjects at the end of S2 with final choices being made at Easter. They have to follow curricular areas and there is flexible provision designed by the school. H.T. said that pupils have to study English and Mathematics on 3<sup>rd</sup> year and choose a Social Subject and will cover level 4 outcomes as part of their study in courses leading to National 4 and National 5 at the end of S4. He said that all pupils will do Science, Technology &amp; Expressive Arts and all this will be broadly in line with the other schools in the area. There will also be Skills for Work subjects as in previous years. He said there will be provision for the minority of pupils where it is more appropriate they do literacy skills than learn a 2<sup>nd</sup> language. Gordon asked with regards to the CfE what would happen to the Crofting/specialist courses. H.T. said that he wants the existing courses to stay however the CfE is quite restrictive, that schools are told they must do – a,b,c etc. Theona said that there was a National Policy for” Skills for Work”. Archie asked when the Literacy course starts. H.T. replied it would start when the new timetable starts. H.T. said that in</p>		

		<p>general, National 4 was equivalent to a general grade and that National 5 is equivalent to a credit grade. He said that there was numeracy in both National 4&amp;5, and that for a handful of pupils they would concentrate on numeracy. Kate asked how the CfE is being communicated to parents. H.T replied that he confers with staff re the CfE and will be calling a meeting with S1/2 parents to explain the CfE. H.T. said he hopes to have someone from SQA there to talk about the new qualifications and that written information sheets will be available.</p> <p>H.T. said he would like to express his thanks to the community for the support they received after the death of Liam Aitchison. He also expressed his thanks to the chaplains.</p>	<p>Meeting with S1/2 parents re: Curriculum for Excellence with written information sheets.</p>	<p>Head Teacher.</p>
6	<b>Treasurers report</b>	<p>£1,493.24 in the bank.</p>		
7	<b>Report from the Buildings Sub – Committee</b>	<p>Norma said there had been no meeting although she had met with people yesterday. H.T. said he'd heard nothing about progress t the front entrance, no start date had been given. Norma expressed concern that budget would disappear on 31/03/2012. H.T. said that the money was there and had been put aside for specific work.</p> <p>H.T. said he would speak to Ian Gordon Smith from the Resources Dept at Education to pin down a start date and that he would be able to tell H.T. whether the work is going ahead or has been signed off. H.T. said that the signage has been reduced therefore the project has been reduced. He said that the work would now have to wait until after the SQA exams. Gordon said that if the money is still there then the best time to start would be after the exams, he said that if elements have been taken away then they cannot have been statutory requirements.</p> <p>Norma asked if they could carry the money forward or would it disappear. Norma volunteered to draft a letter from the PC to find out a start date, has the work gone to tender and is the money still available etc to back up the H.T's enquiries.</p> <p>Norma said that the standards in the toilets are slipping again, no soap, no towels and some of them are in a poor state. Norma said that this was an ongoing issue. H.T. said that this was an issue down to the cleaners. Kate said the toilet issue should be revisited regularly.</p>	<p>Contact Ian Gordon Smith re: building works</p> <p>Draft letter from PC. Re: building works etc</p>	<p>Head Teacher.</p> <p>Norma</p>
8	<b>Sixth Year Leavers Event</b>	<p>Norma and Kate spoke to the 6<sup>th</sup> years about their ideas for a leavers' event. They said they favoured going away. Norma and Kate said they weren't happy with the idea of giving money to finance a trip. Other ideas included getting a photograph of all the attendees at the Christmas ball printed, and that the PC would be happy to fund that. Kate suggested a hoodies or mug with everyone's name on it. Kate said that after the February break and study leave Norma could contact Erin – the 6<sup>th</sup> year contact – to discuss part funding the photo and hoodie. She said that £200 is</p>	<p>Liase with 6<sup>th</sup> year contact</p>	<p>Norma</p>

		sustainable for the future.	re: leavers event..	
9	<b>Communication</b>	<p>Parents' evenings: Kate said there was a lack of clarity re: pupils' progress after 1<sup>st</sup> year and that parents wanted more information H.T. said there were 6 parents evenings per year. He said that parents evenings are best after the reports have been issued. He said it is possible to separate the report from the parents evening, perhaps bring forward the S1 or S3 parents night by a few months, but at the end of the year only a parent card would go out. H.T. said that last year there were potentially over 100 parents of pupils in S1 and S3 attending and there was not enough time with the teachers. He said that this year there would be one parents evening for each year group. The settling in parents evening for pupils in S3 would no longer be necessary because all pupils are in Lionacleit from S1. H.T. said that if any parent had concerns about their child they could contact the school at anytime and that he would arrange feedback and perhaps do a mid- term report. H.T. said that there has always been the option for parents to contact he school. Gordon said that perhaps the issue of parents contacting/approaching the school needs to be clarified. H.T. said that next year he was reintroducing the "settling in" parents evening for S1. Kate said that parents are not always aware of the need to contact the school, sometimes they only find out at the year end that their children have not being doing their homework. She said that parents don't always know how to contact he school, that you could have the S1 meeting early on then give an update later on with parents contacting the school after that if they need to. Kate said that parents' evenings are not necessarily the best way to communicate with parents. H.T. said that parents' evenings were fundamental to the school. He said that S4, S5 and S6 had a full report before Christmas, S4 had a parents' evening before Christmas with a short report to parents re: prelims in March and that S5 and S6 will have a parents' evening after their Prelim reports in March too. Kate said that parents were unaware of the restriction to six evenings. H.T. replied there was capacity for one parents' evening for each year group. H.T. said that the school is always concerned that individual students may slip through the net. He said he has discussions with parents re: pupils under-achieving. Teachers refer pupils who are not working through the referral system and that usually triggers a meeting with parents. H.T. said that parents need to contact the school with any concern, that the time at the parents evenings can be an issue but that he is looking at ways to address this. Theona asked how information was put out, that sometimes parents think that a special appointment equates to there being a problem.</p> <p>KD proposed that we undertake a consultation process with parents re: parents' evenings. Kate said that the PC would be keen to be a part of that process. Dorothy said this would raise the profile of the PC. KD said she would start a draft.</p> <p>Homework diaries: HT said that with regards to homework diaries some parents are not signing the diaries. Tutors have made a big effort to check and sign them. There have been reports that pupils tell parents that no-one got diaries signed.</p>	<p>Liase with H.T re consultation process with parents.</p>	KD/HT

		<p>Website: H.T. said that the school website has been revamped and that this is another way to communicate with parents. He said that the school website was more accessible and interactive. He said he would prefer not to use facebook for the school. He said there would be current and future information on the website with an opportunity for comments to be left. He said that passwords could be issued to view photographs. He said he's had a good parental response from S1/3 pupils re: parental email addresses. He said that the website would post information like school closures due to severe weather etc. H.T. said that although work has been done on the website it hasn't been uploaded yet.</p> <p>Facebook and other IT media: Gordon asked about Glow, whether there was a parents section and if so could that be used or any other social media outlet. Kate said that the PC could do a facebook page in order to engage the public and make it accessible to parents. H.T. said that Glow was being replaced and that one parent had written to him re: the communications issue. He said that the school is there to work with parents and will continue to do so. Kate asked about whether the PC should have a facebook page for a moderated group being able to read it. Gordon said that a lot of people use facebook and should the PC be a part of it. It was proposed to have a trial of facebook between now and the new academic year, but that could be left up to the new committee to follow through on. Kate said she would be willing to set it up.</p> <p>Noticeboard: Dorothy asked about the PC notice board: was there information on that? The noticeboard is out of date and does not reflect the work of the parent council.</p>		PC
10	<b>Study Facilities</b>	Held over until the next meeting.	Set up facebook page for the PC  Noticeboard content to be updated	Kate
11	<b>Any Other Business</b>	<p>Theona said she attended the Health and Wellbeing meeting and they raised a concern about fizzy drinks in the school. She said they had a trial of offering toast first thing in the morning but it didn't turn out well. H.T. said that the school manages the issue of fizzy drinks, and that they shouldn't be in the school. He said he is trying to close the vending machines and bring back water fountains; however he did say that there were no fizzy drinks available from the vending machine. He said that sometimes pupils bring fizzy drinks from home with them to school.</p> <p>Theona reported that the Health and Wellbeing group said they didn't require a PC member any more as the focus this year was to write curricular documents that reflect how we implement the Health and Wellbeing Experiences and Outcomes in Sgoil Lionacleit, and parent representation for this task is not necessary.</p> <p>H.T. said that the school photographer was coming to the school in March and would be available for individual and group photo's and would be sending</p>		

		<p>information home. Theona asked where photos and films from the school go. H.T. said they were kept on hard drives etc and suggested they could start an archive for a 25 year photo exhibition.</p> <p>H.T. said that teachers were organising disco's could PC members help?</p>	Ask the Parent Forum for volunteers.	HT
<b>12</b>	<b>Date of next meeting</b>	26 <sup>th</sup> April 2012 @ 6.00pm in Room 34		