

minutes of meeting held on: 27 April 2015

In attendance	Initials	In attendance	Initials
Jack Simpson (Headteacher)	JMS	Trisha Emblem (Chair)	TE
Colin Brown (Co-Chair)	CB	Laura Brown (Treasurer)	LB
Anna Bowman (Neighbourhood Meetings rep)	AB	Hilary Brown	HB
Hilary Marsh	HM	Fiona Rennie, Modern Languages	FR
Nele Finsterbusch	NF		

Apologies		Minutes	
Chas Booth		Fiona Fitzgerald	FF
Bridget Linton			
Maire Johnston			
Sheila Ralston, Home Economics			

Agenda Item	Notes	Action
1.	Welcome and Introductions	

	TE opened the meeting and welcomed all in attendance. Introductions were made.	
2.	<p>Apologies</p> <p>Noted above</p>	
3.	<p>Minutes of Previous Meeting and Matters Arising</p> <p>The Minutes from meeting on 04 February 2015 were accepted as an accurate record.</p> <p>School Catering</p> <p>HM gave update on catering. Menu should now be displayed daily on Board.</p> <p>JMS will ask Gladys if she is in a situation to publish menu in advance and this should commence after the new term (August).</p> <p>There will be another survey completed after intake of S1 and an update on the quality of food.</p>	JMS
4.	<p>Pupil Council</p> <p>Carry Forward to next meeting as no representatives on 27/04/015</p> <ul style="list-style-type: none"> • Offered to help to update the website on behalf of the Parent Council. They will speak to Mr Cookson about this. • They asked about the proposed mural. A winning design was selected at Diversity Day but it is yet to be realised. It was suggested that the TSB might once again provide volunteers and the Parent Council agreed they would fund materials. Very keen to progress this and see it brought to completion. • They also raised issues with the school toilets: doors not closing/locking; driers not working; soap being unavailable. It was agreed that the Pupil Council will speak to the janitor about the problems and follow it up by nominating a 'toilet ranger' (name to be advised) to check facilities are maintained. If they require assistance in this, FF has offered to help. 	<p>CJ/OS</p> <p>JMS</p> <p>CJ/OS/FF</p>
5.	<p>Finances</p> <p>FR requested donation for Summer Show (Grease). She will email TE to confirm what is required and PC have agreed to make a donation up to £400.00.</p> <p>LB due a payment? FF due a payment?</p>	<p>FR</p> <p>TE</p>

6.	<p>Suspended Timetable Activity Day</p> <p>All information relating to Activity Day can be found on website.</p> <p>PC has agreed a donation of £200.00 to help with the Suspended Timetable Activity Day. JMS will agree how this should be distributed and will speak with Pupil Support Staff to assess. If monies are not used for individuals there is a possibility a donation will go to help fund the London trip?</p>	JMS
7.	<p>Headteacher's Update</p> <ul style="list-style-type: none"> • There are a number of vacancies coming up within school due to retirement/employment break/maternity. <p>Vacancies: English, Geography, Modern Languages, Maths, Science and CDT.</p> <ul style="list-style-type: none"> • iPads will be rolled out to pupils in S3 during this year and end result should be S4, S5 and S6 will have them by 2016. • School Improvement Plan 2015-16 priorities. After discussion it was agreed that the four main priorities for the school would come under the following main headings: • Learning & Teaching, Attainment, Health & Wellbeing, Curriculum <p>(Please see attached sheet).</p> <ul style="list-style-type: none"> • Pupil Survey Results – secondary sector 2015. 242 pupils were asked to read statements and complete survey. Results are attached to minutes. • A communication on Broad General Education (BGE) was distributed at meeting and JMS has asked for any feedback to go direct to him please. 	
8.	<p>Recruitment & Selection Training for Parents</p> <p>TE sent email asking if parents would like to attend a training session which is to be held in Liberton High School, 19 May 2015 at 1800hrs.</p> <p>Parents must complete form at bottom of email and return direct.</p> <p>Three parents have agreed to attend and will feedback at next meeting.</p>	
9.	<p>Any Other Business</p> <p>School Closed on 07 May 2015 due to Elections.</p>	

NF raised concern about After School Activities not happening on a regular basis.

She has been in contact with Craig Renwick on numerous occasions to ask for information.

CR has since moved on and Cat McCready is the new Co-Ordinator. JMS will speak with Cat and find out what is still running. JMS has requested information from teachers regarding trips throughout the year.

JMS

Date of Next Meeting

Wednesday 10 June 2015 at 7:00pm