

**WILLIAMWOOD HIGH SCHOOL**

**PARENT COUNCIL**

**MINUTES OF MEETING**

**Monday 12th January 2015**

**Present :** Roddy Wilson            Ailsa Crum  
Allan Boyd                    Karen Hussain  
Pramurta Majumdar            Cress Maher  
Cllr Ralph Robertson            Cllr Gordon McCaskill  
Cllr Alan Lafferty  
Corinne Durand (Vice-Chair)            Bobby Caldwell (Chair)

**In Attendance:**

Willie Inglis (Acting HT)

**1&2 Introduction & Apologies**

Apologies - Stewart Miller, Paul Deverill

**3 Minutes of and points arising from the previous meeting**

No points arising not covered elsewhere - AGM minutes approved (subject to amending spelling errors!)

**4 Revised Constitution**

This has been posted on the school website since November 2014.

As stated at the AGM, if there were no objections or adverse comments, the Revised Constitution would be formally adopted at the PC meeting of January 15th.

As there have been no comments - adverse or otherwise! - the Revised Constitution is adopted.

**Action** - BC to post this information on the school website.

## 5 Headteacher's Report & Staff Report – Willie Inglis

i) Events – below are some of the events which have taken place so far this session (more information available on the website):

- Question Time
- Intermediate and Higher Art Exhibition
- Information Evening for the parents of pupils studying Highers
- Christmas Dances
- Christmas Concert
- Senior ski trip to France
- UCAS process - 209 applications this session
- Options Information Evening for new S6

ii) School Management structure

WI gave an overview of the school's Management structure (principal teachers and SMT) and outlined the HT & DHT responsibilities and functions.

Depute headteachers have a teaching commitment of between 6-9 teaching periods per week.

The PC noted that of the 7 SMT posts, 4 are women - is this good? better than other schools? councils? Scottish average?

Headteacher

Depute headteachers - 6

Principal teachers - Curriculum - 14

- Pupil support - 9
  - pastoral 7
  - behaviour 1
  - learning support 1

- Development 2 permanent + 2 temporary

e.g. developing learning & teaching; attainment; training

Perhaps the PC may wish to consider this as a basis for future presentation topics by the SMT and other staff of the school.

## 6 Flying Start event - update

### i) Interview Support

AB reported that in total 36 pupils had signed up in advance for this project. In the end 8 applications were submitted; all had a CV review and were given feedback.

At the meeting in December, 7 pupils participated & the main points covered were

- the importance of applying on time
- applying to the correct address / email
- tailoring your CV to the advert
- the importance of a specific targeted covering letter

WI reported that those pupils who had taken part enjoyed the experience.

WI suggested that something similar to this could be incorporated into the support provided for pupils seeking apprenticeships or entry to college. It could also be offered as a masterclass to S3 pupils in May.

### ii) Other

PM has given a talk to pupils re careers in engineering.

Julie Ireland has helped with interviews for prospective medical students.

Morris & Spottiswood have provided a very successful work placement for a pupil in S4.

Louise Harley has provided work experience in events management.

(No success in securing support with interviews for engineering/dentistry, nor finding work experience in law).

- Action**
- **AB & WI** to discuss suggestions above further
  - **WI** to buy books suggested by **PM**

## 7 Parent Council Communications Update

In preparation for the AGM, the PC has made extensive use of the school website, text messaging and Twitter.

However none of this seems to have resulted in significant interest from or engagement with parents.

How can we change this to make the PC more relevant and interesting to the wider parent forum?

In addition to previous suggestions e.g. more information on Agenda etc., the general consensus was to keep plugging away!

Also WI suggested the possibility of the PC being a topic for parent focus groups which the school runs on a regular basis.

A suggestion was made to attend the school once a month on Saturdays - a very busy day in the school - to distribute leaflets / possibly cakes. This could be shared with the PTA.

Make better use of noticeboards in school & social media such as Twitter - but not Facebook.

## 8 Young Musician of The Year

Event is at Williamwood Church on 19th March.

Following up on previous discussions, the Parent Council will undertake to produce a programme for the event - from design to print. If this requires sponsorship, the PC will seek to secure this.

The programme will be A5, 12/14 pages, with photos and biographies. The idea of selling the programme for additional revenue was discussed but it was agreed that the programme should be included in the ticket price. Advertising was discussed, as was how best to sell tickets.

It was agreed that a sub-group should be set up to take this forward.

**Action**           - **CM** to meet with CS re copy & photos  
                          - **CD** will ask friend to help with design

## 9 Awards

It was agreed that the Parent Council would sponsor two awards for pupils

i) for pupils in S6 - overall contribution to the school - to be determined by the HT & SMT.

ii) for pupils in S4 - whichever pupil had the most beneficial period of work experience - to be determined by pupil support staff.

Each pupil would receive a plate / cup / medal / voucher & photograph.

To be presented at the annual awards ceremony by the chair of the Parent Council.

## 10 AOCB

i) John Fitzpatrick - retirement - to consider what the PC should do.

ii) Parent Council grant - £309 remaining - to be spent by mid March

iii) Equalities Forum - next meeting - Woodfarm High School, 15th Jan

iv) Holocaust Memorial Day - invitation to event on 26th Jan

v) ERC Parent Chairs - Next meeting on 18th Feb will focus on traffic issues

Events to attend: - 8th Jan 2015 - S4 Parents evening  
- 19th Feb 2015 - S2 Parents evening

Dates of future meetings:

2<sup>nd</sup> March 2015

27<sup>th</sup> April 2015

8<sup>th</sup> June 2015