

COMHAIRLE NAN EILEAN SIAR Department of Education & Children’s Services Minute/Note of Meeting		TITLE	Parent Council Meeting		
		DATE	Monday 11th March 2019	TIME	6.30pm
		VENUE	Sir E Scott School		
		DISTRIBUTION	All Members & MC Ferguson, SEO.		
Present:	Rhoda Campbell, Andrew Coghill, Pauline Macleod, Lucy Toor. Cllr John Mitchell, Alison Macdonald, Aileen MacSween, Mairi Macleod, Fiona Macleod, (Police Scotland)				
Apologies:	Cllr Finlay Cunningham, Cllr Paul Finnegan, Kathryn Campbell, Donella Barker, Rebekah Globe, Kirsty Donnelly, Katie Ann Mackinnon, Adam Johnson, Donna Stoddart, Fiona Porteous, Rebecca Passmore.				
Absent:					
Agenda Item			Action	Who?	When?
1	Welcome	A Macdonald welcomed everyone to the meeting.			
2	Apologies	As noted above.			
3	MVP	AMS explained Mr Adam Johnson was due to attend the meeting to provide information on MVP, unfortunately he was unable to attend. She stated Sir E Scott School has been chosen by CNES to trial this initiative. A steering group, which consists of Louise Macleod (Police Scotland), Sally Kane (Educational Psychologist), Mary Clare Ferguson (Senior Education Officer), Elaine Mackay (NHS), Chris Robinson (CNES Consultant) and school staff met recently a few weeks ago and it was decided to speak to the Parent Council. Ms Fiona Macleod (Police Scotland) provided a brief overview of MVP. The main aim is to teach children from a young age how to deal with confrontation before it escalates, also how to deal with negative behaviour in a positive manner. Senior Pupils will be trained as mentors, who will be supported by a team member. Mentors will then deliver lessons to younger pupils. As it has been proved these lessons are more beneficial being delivered peer to peer, rather than adult to peer. She provided details of the training, which would be undertaking during the school day. AMS reiterated this would not have an impact on pupils studying for SQA exams. Members expressed the following concerns: <ul style="list-style-type: none">• The content of the training for the mentors.• Will mentors be confident enough to get their point across to their peers and not feel uncomfortable.• Mentors being able to express their own opinions on various matters. All present agreed that a member of staff should be available, during the delivery of these sessions, to provide back up support for the mentors. AMS will report these concerns to the Steering Group, when they meet again next term. This will be discussed further at the next Parent Council meeting. AMS thanked Ms Macleod for her input. FM left the meeting at this point – 6.50pm	Pass concerns raised by members onto the Steering Group Discuss further at the next meeting.	AMS All Members	ASAP 22.04.19

4	Minute of 14th January 2019	The minute of the meeting held on Monday 14 th January was agreed to be an accurate record – proposed: A Coghill seconded: R Campbell	Email to MC Ferguson SEO. Upload onto website	MCM	ASAP
5	Matters Arising	<p>Canteen RC has no further update from D Smith, regarding the matters previously raised with her. AMS mentioned at the morning break pupils mostly opt for sausage and bacon rolls. Toast is also an option for them. Mr R Miller has been in contact with Mr A Walker, Scottish Water. He is keen to support the school. AMS has asked R Miller to find out about Scottish Water providing water bottles for pupils.</p> <p>Parent Volunteers RC sent a response to a previous query from a parent.</p> <p>Parental Engagement AMS thanked RC for her feedback following the last PC Meeting. AMS shared this with members. It was suggested that RC and AMD meet with AMS, PML and Pupil Council members next week to discuss the points that have been raised. PML provided details of the recent survey completed by Parents. 24 parents across the school completed the survey. AMS would like to see parents have more involvement in the current School Improvement Plan.</p> <p>Fundraising Quiz AMD stated the following arrangements have been made:</p> <ul style="list-style-type: none"> • Murdo Mackinnon will be the Quiz Master • Letters and Quiz Forms have been sent to parents, so far only 2 families have booked tickets. • Posters have been printed and sent to De a Dol for this week's edition. These will also be put on the school website and FB page. • Tickets are available for sale from the school office, £5.00 per adult, £2.50 per school child, pre-school children are free. One slice of pizza, tea/coffee/ juice and home baking per person. • Teams can be made up of 2 – 6 persons • Bill Scott will prepare the food with help from Diane Lightbody and Andy Craig. He will need access to the kitchen at 6.30pm. • It was suggested Senior pupils and Pupil Council Member help out on the night, taking tickets at the door, selling raffle tickets, washing dishes, serving food, draw the raffle etc. • AMD is compiling the questions with assistance from Mr DJ Morrison. There will be 8 rounds of 10 questions, 5 rounds before the break and 3 after the break. • AMD provided details of all donations for the raffle prizes. • The majority of items required on the night are available in the school, except from large tea and coffee pots. • B Scott will invoice the Parent Council. <p>The Performance Area was discussed as a possible venue as an alternative to the gym hall as it would be easier for serving. This will be dependent on the number of entries and will be decided nearer the time.</p>	<p>Find out about water bottles from A Walker, Scottish Water.</p> <p>Arrange a meeting with RC, AMD and Pupil Council Members.</p> <p>Put a notice on School FB page and website.</p> <p>Advertise on the local Radio.</p> <p>Email reminder to staff and parents.</p> <p>Confirm with FES if food is permitted in the gym hall.</p> <p>Purchase raffle Tickets.</p> <p>Arrange a float and prize money. Prize money to be in £5.00 notes.</p> <p>Purchase Tea, coffee, milk, sugar etc.</p> <p>Provide large tea pots, coffee pots.</p>	<p>R Miller</p> <p>AMS</p> <p>PML/ Office</p> <p>RC</p> <p>AMS/ Office</p> <p>AMS</p> <p>PML</p> <p>MCM</p> <p>AMD</p> <p>LT</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>12.03.19</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>

6	Treasurer's Update	AC provided an update of accounts. The current balance on 11.03.19 was £2061.06. PML thanked Parent Council members for the contribution towards Armchair Athletics. AMD mentioned it was previously agreed to purchase Amazon vouchers for Secondary leavers. AMS confirmed there are currently 8 leavers in S6, and 5 in S5. It was agreed to purchase Amazon Vouchers to the value of £20.00 for every school leaver once numbers have been confirmed. Assistance will be required from Parents to organise the Secondary Prom which will take place on 31.05.19.	Purchase Amazon Vouchers to the value of £20.00 for school leavers, once numbers have been confirmed.	AC/DC	Next Session
7	Surface Go Provision	RC mentioned she had been approached by a parent regarding the provision of Surface Go devices for S1 GM pupils. AMS explained it was an authority decision to use specific Gaelic Funding for this purpose, which happened in session 2017-18 for Sir E Scott School pupils and in previous years at the Nicolson Institute. MM explained the difficulty for pupils who do not have devices to access homework at home, there is an assumption by teachers that all families have internet and access to a PC or device at home. AC felt this was discriminatory against pupils taught in the English medium as they are at a disadvantage compared to their peers in the Gaelic Medium. AMS provided details of the recent ICT upgrade and the Surface Go devices are being piloted by S4 – S6 and P7 pupils. This was discussed at length. AMS will pass on parents' views to the Education department. MM left the meeting at this point – 7.35pm.	Ensure staff are aware as to whether pupils can access online homework at home. Pass on parent's concerns to the Education Department.	AMS AMS	ASAP ASAP
8	School Improvement Planning Update	AMS provided an update of the 2 projects for the School Development Plan. She stated it may take a couple of years to complete these projects. 1. <i>Learner Participation</i> Staff engaged well during the recent February In-service day, in taking forward this aspect, as well as other aspects of our School Improvement Plan. She provided details of the Self-Evaluation Participation Mapping Tool. Staff have completed the baseline questionnaire. AMS recently had Prelim Analysis meetings with staff, which highlighted aspects of good practice taking place in some secondary subject classes regarding the development of learner participation. PML has shared good practice examples from the primary at the weekly SMT meeting. Quality Assurance, learning walks and classroom observations are being undertaken this month. SMT will be looking for evidence of learner participation in the classrooms. The school has received the Bronze Award for Rights Respecting Schools. The RRSA was launched at a recent assembly involving upper primary and secondary pupils, with Alison Frizzell, Who Cares Scotland as the guest speaker. 2. <i>Developing the Young Workforce</i> Some subject teachers in the Secondary are embedding this programme into the curriculum, ensuring pupils make the link between school, employers and work. Pupils comments will be taken on board with a view to having another DYW workshop next session. AMS will attend the Foundation Apprenticeship Workshop on Friday. LT queried how much of the Foundation Apprenticeship Courses are delivered via e-sgoil, as this may not be suitable for all pupils. AMS was not aware of any issues with pupils and e-sgoil, to date this has been fairly successful, with pupils achieving very good grades.			

9	Head Teacher's Information	<p>AMS provided a staffing update, which has been previously shared with parents. She is currently working on a proposal for the 1.39 staff reduction which will go to the Vacancy Panel. They are looking to make savings with regard to supply cover as in the Secondary department the classes are very small and can be covered internally. The secondary timetable will also be looked at with regards to staff availability, as they may be required to cover classes in the 4 secondary schools via e-sgoil eg. Advanced Highers. This is to ensure efficient use of staff time. JM expressed concerns regarding this reduction, AMS assured him all schools within the authority are in the same position.</p> <p>Prelim Analysis meetings with Mary Clare Ferguson, Senior Education Officer and Mr William Macdonald, Head of Education will take place soon. Overall prelim results very good; staff are confident that pupils slightly below their aspirational/target can upgrade by May.</p> <p>AMD thanked Miss Dempsey for provided extra Maths tuition after school, this was very beneficial.</p> <p>Subject choices will soon be finalised and Miss Donnelly, DHT will be compiling the new timetable for next session.</p> <p>There are excellent examples of transition throughout the school, this session from the Sgoil Àraich through to the Secondary department. Transition between Leverhulme Memorial School and the Primary department was mentioned at the recent Head Teachers' Area Meeting.</p> <p>She also provided details of recent school events and pupil successes.</p>			
10	AOCB	<p><i>Ward Priority Funding</i></p> <p>JM mentioned the Ward Priority Funding is available again this year. Each councillor for the Harris and South Lochs area has been allocated £5000. The criteria required that it has to be for an Educational or community purpose. The new funding will be available from Monday 1st April 2019. He mentioned there are on average 15 requests a year for this funding.</p> <p><i>Disabled Parking</i></p> <p>AMD mentioned staff parking in the disabled parking bays during the school day. AMS will remind staff not to be parking there.</p>	Mention to staff not to park in the disabled parking bays.	AMS	ASAP
11	Date of Next meeting	<p>A Macdonald thanked everyone for attending and the meeting closed at 8.05pm. The next meeting of the Parent Council will take place on Monday 22nd April 2019 at 6.30pm.</p>			