

<p style="text-align: center;">COMHAIRLE NAN EILEAN SIAR Department of Education & Children's Services Minute/Note of Meeting</p>		TITLE	Parent Council Meeting		
		DATE	Monday 26th October 2020	TIME	6.30pm
		VENUE	Gym Hall Sir E Scott School		
		DISTRIBUTION	All Members & MC Ferguson, SEO.		
Present:	Aileen MacSween (HT), Andrew Coghill, Donna Macleod, Alison Macdonald, Donella Barker, Finlay Macleod, Anna Morrison, Pauline Macleod (DHT). Lucy Toor, Gordon Macleod, Ruth Miller Rhoda Campbell, Rebecca Passmore,				
Apologies:	Kirsty Donnelly (DHT)				
Agenda Item		Action	Who?	When?	
1 Welcome	A Coghill welcomed everyone to the meeting. Following BJ's resignation, AC will take over as Acting Chair until a new appointment is made.				
2 Apologies	As noted above.				
3 Minute of 21.09.20	An amendment to item 4 was noted in the minute. An amended minute will be issued to all members. The minute was agreed to be an accurate record – proposed: G Macleod seconded: F Macleod.	Email amended minute to all members. Email to MC Ferguson Upload on website.	MCM MCM	ASAP ASAP	
4 Resignation of Chairperson	AC was sorry to lose BJ as Chair. He acknowledged the time, dedication and commitment he voluntarily gave to the Parent Council. AC will write a formal letter of appreciation to BJ. All present agreed this will also be published in the De tha Dol. The role of the Chairperson was discussed briefly as well as the demands of this role. Parent Council members will be informed of any issues which may arise in the future. AC agreed to remain as Acting Chair for the time being.	Write letter to BJ, send to De tha Dol.	AC	ASAP	
5 Correspondence	Connect Information Sessions A list of online training sessions taking place in November for Parent Council Members was issued to members. AMS recommended members attend the information sessions. It was suggested one person focus on one course and then report back to the Parent Council at the next meeting. Training sessions will be attended by the following members: <i>Social and Fundraising Events</i> – 03.11.20 at 8pm – D Barker <i>Parent Councils, What's Our Role Now?</i> – 05.11.20 at 1.30pm – G Macleod <i>Reaching Out to All Families</i> – 10.11.20 at 8pm – L Toor, R Campbell & D Macleod <i>Role of PC/PTA Chair</i> – 12.11.20 at 1.30pm – A Coghill <i>Connect Annual Lecture</i> – 18.11.20 at 8pm – R Miller Connect membership was queried. AC will check this and if required all present agreed for the Parent Council to pay £10 donation.	Members to attend online courses as listed and report back to the Parent Council at the next meeting. Check Connect membership and pay £10 if required.	AC RM LT RC DM GM DB AC	07.12.20 ASAP	
	Letter from Mr David Blunt, FC Continuing Presbytery AC explained this letter is intended for Mr B Chisholm and was sent to the Parent Council for information only.				

6	SQA Update	AMS provided a brief update on the SQA Exams. Following John Swinney, Deputy First Minister's announcement that the National 5 exams will not be taking place in 2021. Schools and local authorities are focussing on ensuring sufficient evidence is in place for predicted grades. AMS was very pleased with August 2020 results, despite the challenges faced by pupils and staff. Knowing in advance what the expectation is for next May will make planning this process more manageable. Higher and Advanced Higher exams will go ahead as planned.			
7	School Improvement Planning	<p>The School Improvement Plan is due to be submitted to the Education Department on Friday 30th October. The two main projects will be Curriculum, Health and Wellbeing. They had been advised to incorporate into this plan what was not achieved last session. Main focus for this session will be a Recovery period, which may be extended for some time beyond this session if required. This has been discussed with and agreed by staff. Plan will be shared with members along with a summary document. She provided details of the Decider Skills Programme which is being rolled out across the school. This will also be shared with parents.</p> <p>Also looking at the PSE Programme, linking it to the Pupil Achievement Programme. This will be compiled by Primary and Secondary departments and will also include aspects of the RSHP programme. Once this is finalised, a working draft document will be shared with Parent Council members. AMS assured members, no aspect of the RSHP programme will be used without prior consultation with Parent Council members.</p>	<p>Share School Improvement Plan and Summary Document with PC Members</p> <p>Share final PSE programme with PC Members</p>	<p>AMS</p> <p>AMS/PML</p>	<p>ASAP</p> <p>ASAP</p>
8	Head Teacher's Report	<p>Staffing</p> <p>Physics post for the Nicolson Institute has been advertised. Closing date is Monday 9th November 2020. If there is a successful applicant, this will release a member of staff for Sir E Scott School. Mr A Morrison has agreed to cover full timetable for the next two weeks. Thereafter he will cover the Physics classes, which will mean supply cover will be required for Maths classes during this period.</p> <p>Mr D Murray is currently on bereavement leave.</p> <p>Mrs E Morrison is on sick leave; the office is currently being managed with assistance from supply staff.</p> <p>Mr N Mulhern is currently working from home. Mrs L Rogers and Mr P Macleod are overseeing Mr Mulhern's classes in school.</p> <p>PGDE Student Placements – Miss Caitlyn Mulhern (Aberdeen University) has joined the Biology Department and Mr Angus Macphail (UHI) is due to commence his placement in the Maths Department on Monday 9th November. AMS said students are well prepared and risk assessments are shared with them, prior to their arrival.</p> <p>School Photographs</p> <p>Mr Malcolm Macleod photographer has been in touch regarding school photographs for this session. AMS explained this is done biennially and are due this year. Logistics and cost were discussed. It was suggested pupils leaving school have their photos taken so they will not miss out. AMS will contact Mr Macleod with parents feedback.</p>	<p>Provide feedback to Mr M Macleod, Photographer</p>	<p>AMS</p>	<p>ASAP</p>

8	Head Teacher's Report..... ,,,,,continued	Covid19 Term 2 Focus – Alternative Events/Parental Engagement Due to Covid19 restrictions there are a number of events that cannot take place this term. Alternative suggestions are, filming classroom performances, class Christmas parties with a virtual Father Christmas. Staff continue to investigate various options, In place of the usual Parental Engagement Evenings, S1 Parents will be offered a Vscene Session with staff. All other parents in the primary and secondary department will be offered one to one telephone appointments. This will be at a convenient time for both parents and staff. Further information will be issued to parents.	Issue information to parents regarding Parental Engagement Evenings.	AMS	ASAP
9	AOCB	Social Media - Pupil Details LT raised concerns from a parent regarding pupil's names appearing in photographs on certificates posted on the school's social media page, as it is a public group. AMS and PML have discussed this matter and it has been agreed all future posts will have the names blanked out. This comes under GDPR (General Data Protection Regulation) and AMS will ensure all staff are aware of this.	Ensure staff are aware of what can be posted on Social Media.	AMS	ASAP
		Executive Head Official job descriptions for the Head of School and Executive Head Posts are still to be finalised. LNCT are to meet later this week to approve the job descriptions, as the previous scheduled meeting was postponed. AMS informed members Mr B Chisholm is due to retire December 2020. BJ has not received any response from Mr M Burr, Chief Executive, CNES regarding issues raised at the previous meeting, or received a copy of the Report of the Executive Head Pilot Scheme in Uist. AC will ask BJ for all correspondence sent to Mr Burr regarding Executive Head Post.	Contact BJ regarding correspondence to and from Mr B Burr.	AC	ASAP
10	Date of Next Meeting	The next meeting of the Parent Council will be Monday 7 th December at 6.30pm. AC thanked to everyone for attending and the meeting closed at 7.30pm.			