

<b>COMHAIRLE NAN EILEAN SIAR</b> Department of Education & Children's Services <b>Note of Meeting</b>	<b>TITLE</b>	<b>Parent Council Meeting</b>		
	<b>DATE</b>	<b>Monday 25<sup>th</sup> April 2022</b>	<b>TIME</b>	<b>6.30pm</b>
	<b>VENUE</b>	<b>Sir E Scott School</b>		
	<b>DISTRIBUTION</b>	<b>All Members &amp; MC Ferguson, Head of Education.</b>		
<b>Present:</b>	Andrew Coghill (Chairperson), Kirsty Donnelly (Acting Head Teacher), Pauline Macleod (DHT), Adam Johnson (Acting Depute Head Teacher) Ian Murdo Macdonald, Gordon Macleod, Ruth Miller, Ross Miller, Rachel MacDonald, Rhoda Campbell, Donna Macleod, Alison Macdonald ( <i>arrived at 6.55pm</i> ), Kathleen Duce ( <i>arrived at 7pm</i> )			
<b>Apologies:</b>	Cllr John Mitchell, Cllr Grant Fulton, Cllr Paul Finnegan. Catherine Macleod, Finlay Macleod, Anna Morrison. Donella Barker			

Agenda Item			Action	Who?	When?
1	<b>Welcome</b>	AC welcomed everyone to the meeting.			
2	<b>Apologies</b>	As noted above.			
3	<b>Minute of 24<sup>th</sup> January 2022 &amp; Note of Meeting 14<sup>th</sup> March 2022</b>	The minute of the meeting held on 24.01.22 was agreed to be an accurate record – proposed: Rhoda Campbell, seconded: Rachel Macdonald. The note of the meeting held on 14.03.22 was agreed to be an accurate record – proposed: Pauline Macleod, seconded: Iain M Macdonald.			
4	<b>Matters Arising</b>	<p><b>Harmonisation: Additional Support Children</b> AC provided details of a parent query regarding Additional Support Needs. He passed this onto Mr W MacDonald, Director of Education and received a response stating all pupils will be supported accordingly. This was followed by an email from Mr Angus Maclennan, E-Sgoil regarding an appointment of a part time member of staff to provide support to children with additional support needs. These responses were passed onto the parent who enquired about this matter.</p> <p><b>Harmonisation: EIS Document Response</b> RC read out a statement from a parent who had raised several concerns about this proposal. AC mentioned that it clearly states in the document that the Parent Council were not in fact consulted regarding this matter. AC queried as to why the Union were not consulted. AJ explained this was not required as it is not impacting existing teachers' terms and conditions. RC is concerned the Harmonised Timetable is not 'Getting it Right for Every Child'. KD stated SES has been on a Harmonised Timetable with Sgoil Lionacleit and Castlebay Schools for the past 2 years, the only change is now is the Nicolson Institute are coming onboard with this. She explained the rationale is that we cannot get the same range of courses as the larger schools without this provision. There are currently a number of courses being taught through E-Sgoil. AJ explained E-Sgoil is a platform provider for Education. RC concerned this is a cost saving exercise, by the Council. GM is concerned pupils will revert to being transported to the Nicolson Institute to receive their education.</p>			

4	Maters Arising. ...continued	<p><b>Harmonisation: EIS Document Response.....continued</b></p> <p>As posts in rural schools are not being filled, this is not addressing the issue of depopulation. There are also child protection issues if they are not being supervised by teaching staff. This will also have an impact on the future generation. He also expressed concerns regarding timing of this proposal as it is the pre-election period for local councillors.</p> <p><i>AMD joined the meeting at this point – 6.55pm.</i></p> <p>AC explained that being here to Chair the Parent Council he was consequently unable to attend an EIS meeting this evening with other Parent Council Chairs to discuss this matter. The following action points were agreed.</p> <ul style="list-style-type: none"> <li>• Send GM's statement on behalf of the Parent Council to Mr W Macdonald and await his response.</li> <li>• Invite Mr W Macdonald to meet with the Parent Council either on Monday 20<sup>th</sup> June or an alternative date, to address this issue.</li> </ul> <p><i>K DU joined the meeting at this point - 7pm.</i></p>	<ul style="list-style-type: none"> <li>• Send GM's statement on behalf of the Parent Council to W Macdonald, Director of Education</li> <li>• Invite Mr W MacDonald to meet the Parent Council either 20 June or alternative date.</li> </ul>	AC	ASAP
		<p><b>Dedicated Email Address for PC</b></p> <p>This was discussed briefly. All agreed, this would be easier for method for parents to contact the Chairperson of the PC directly. KD will assist with this.</p>	<ul style="list-style-type: none"> <li>• Set up email address.</li> </ul>	AC/KD	ASAP
		<p><b>Video Advert Regarding Headship</b></p> <p>KD was unable to contact H Scott and R Chaffer regarding promotional video, therefore this has not been done. RC mentioned that parents suggested this would be a good idea. All present agreed it should be available to attract potential staff to the school.</p>			
		<p><b>Local Advertising for Headship</b></p> <p>KD said local advertising would encourage more people to apply for posts. She explained the local authority would usually advertise posts internally initially, if un-successful, this would be advertised nationally. It would also encourage people to broaden their own experiences, and be given opportunities. Internal appointments also do not require the full period of notice for changing posts.</p> <p>AC received confirmation from MC Ferguson, that a small number of applications have been received for the HT post. The leeting is scheduled for next week. Councillors will not be involved in the leeting process, they will be invited onto the interviewing panel. Arrangements, for interviews will be made following the local council elections.</p>			
5	School Captains	School Captains were not available to attend.			
6	Ross Miller	<p>Ross Miller, Developing the Young Work Force Co-coordinator and Young Persons Guarantee Co-ordinator gave a brief overview of his duties and responsibilities. Covid has impacted the lack of work experience available for class groups, currently they are looking at individual work experience. Next session they will look at the going back to the more traditional style of work experience. Although there are local businesses who would like pupils undertaking work experience on a regular basis. He is looking at compiling an Action Plan for next year. His email address is <a href="mailto:ross.miller@cne-siar.gov.uk">ross.miller@cne-siar.gov.uk</a> should anyone wish to contact him. AJ stated we are all co-investing in our young people. AC thanked R Miller for attending the meeting and his input.</p>			

7	<b>Head Teacher's Report</b>	<p>KD provide a brief overview of the Secondary Department. SQA exams are commencing on Tuesday 26<sup>th</sup> April. Details regarding study leave have been issued to pupils and parents. An area will be provided for pupils who wish to attend school for study sessions. The subject choice process is also being undertaken with pupils.</p> <p>Mrs Christina Campbell has been appointed as temporary Principal Teacher Pupil Support. The Education department are addressing the HE, Technical, Music and French posts. PML provided a brief overview of the Sgoil Àraich and Primary Department.</p> <p>The Primary part time GM post (Maternity Cover) is yet to be filled. They are currently focussing on transition. Upcoming events include the Lego League Challenge, Scaladale for P7 pupils, Sports Day and Prizegiving. GM suggested as there are no longer restrictions to have a prizegiving ceremony for pupils. The Parents Evening will take place on Thursday 2<sup>nd</sup> June, reports will be issued to parents on Friday 27<sup>th</sup> May.</p> <p>PML also thanked Rev. IM MacDonald for coming into school to see all the pupils and visit all the classes in the Primary.</p> <p>AJ mentioned S1 &amp; S3 pupils are participating in the John Muir Awards this week. Activities Week will also be taking place the last week of term. There will be an S2 Parents Evening to discuss subject choice options.</p> <p>KD provided details of counselling sessions available for pupils in the school every Thursday. Grace Mooney from Action for Children will also be coming into school every Monday. This is to focus on the health and wellbeing of young people. KD also gave an overview of plans to create a specific area designated for these sessions.</p> <p>KD mentioned the School Improvement Plan, input from the Parent Council will be required. The Secondary Prizegiving ceremony will take place on Thursday 16<sup>th</sup> June Secondary Leavers Assembly is on Thursday 16<sup>th</sup> June and the Prom will take place on Friday 17<sup>th</sup> June. AJ confirmed there are 19 pupils leaving school this session.</p>			
8	<b>Support for Learning Update</b>	<p>The situation with regards to the SFLA's has improved with the recent appointment of a part time SFLA and relief cover provided to cover the additional hours. KD provided an update on the Learning Support teaching provision. There will now be a full complement of Learning Support teaching staff in both the primary and secondary departments. Support for Learning was raised at the Parent Drop in session. KD has spoken to MC Ferguson regarding SFLA staff.</p>	<ul style="list-style-type: none"> <li>•</li> </ul>		
9	<b>Parental Involvement - RC</b>	<p>Parent drop in session was very successful. The Library would be a preferred location for future meetings. There has also been a good response to the Face Book page. A number of the topics raised by parents have been addressed. KD will speak to Mairi MacIver, CLD and staff regarding Duke of Edinburgh</p> <p>The removal of water bottles in the canteen was discussed. This was previously raised by the Parent Council. Water bottles were purchased for pupils and water jugs will be available in the canteen. AC thanked members involved in organising these sessions.</p>	<ul style="list-style-type: none"> <li>• Speak to M MacIver, Rachel Plant and Ruari Miller regarding Duke of Edinburgh.</li> </ul>	KD	ASAP
10	<b>Uniform</b>	<p>KDU mentioned concerns raised by parents. Parent Council put a post on their FB page providing information about the website. KD will issue letter to parents regarding the school uniform.</p>	<ul style="list-style-type: none"> <li>• Send letter to parents about uniform.</li> </ul>	KD	This week

11	<b>Hybrid Meetings</b>	Incorporating both V-scene and in person meetings was discussed briefly. This would enable more people to attend. AJ stated this facility is available in the school and he will take on responsibility for this. This will be arranged for the next PC meeting on Monday 20 <sup>th</sup> June 2022. When the Agenda for the next meeting is sent out to members they can request to attend the meeting online.	<ul style="list-style-type: none"> <li>• Arrange online meeting for 20.06.22</li> </ul>	AJ	20.06.22
12	<b>Financial Update</b>	<p>AC provided an update of accounts. The current balance on 25.04.22 is £1640.52. Primary requested £150 for P7 events. Secondary have requested Amazon vouchers for the school leavers (19 in total). It was agreed they would receive the same amount as last year's leavers. These requests were approved. AC will arrange the purchase of the vouchers. AC will arrange for a cheque to be paid into school funds for Primary P7 events. R Miller to send a list of local business to AC. AC to send a letter to local business requesting funding for a shed for the primary and Activities Week in the Secondary.</p>	<ul style="list-style-type: none"> <li>• Send a cheque for £150 for the P7 events.</li> <li>• Arrange Amazon vouchers for leavers</li> <li>• List of businesses to AC</li> <li>• Write letters for funding</li> </ul>	<p>AC</p> <p>AC/DC</p> <p>R Miller</p> <p>AC</p>	<p>ASAP</p> <p>June 22</p> <p>ASAP</p> <p>ASAP</p>
13	<b>AOCB</b>	There was no other AOCB.			
14	<b>Date of Next Meeting</b>	The next meeting will take place on Monday 20 <sup>th</sup> June 2022 at 6.30pm. AC thanked everyone for attending and the meeting closed at 8.30pm.	<ul style="list-style-type: none"> <li>•</li> </ul>		