

<p style="text-align: center;">COMHAIRLE NAN EILEAN SIAR Department of Education & Children's Services</p> <p style="text-align: center;">Minute/Note of Meeting</p>		TITLE	Parent Council Meeting		
		DATE	Monday 13th March 2023	TIME	6.30pm
		VENUE	Sir E Scott School		
		DISTRIBUTION	All Members & MC Ferguson, Head of Education.		
Present:	Andrew Coghill, Andy Murray (Head Teacher), Rhoda Campbell, Ian Murdo MacDonald, Caroline Chaffer, Jenna Morrison, Kirsty Donnelly (DHT), Cllr Grant Fulton - <i>(left the meeting at 7.05pm)</i>				
Apologies:	Pauline Macleod (DHT), Adam Johnson (PT), Rachel MacDonald, Alison MacDonald, Kathleen Duce, Donna Macleod, Gordon Macleod, Donella Barker. Ruth Miller, Cllr P Finnegan, Anna Morrison, Louisa MacDougall,				
Agenda Item		Action	Who?	When?	
1 Welcome	AC welcomed everyone to the meeting.				
2 Apologies	Apologies were noted above.				
3 Minute of 16th January 2023	The minute of the meeting held on 16.01.23 was agreed to be an accurate record – proposed: Grant Fulton seconded: R Campbell.				
4 Matters Arising	<p>1. Sgoil Araich AMU provided an update of the recent meeting held on Monday 13th February with Carol Burns, SA Manager, Cllr Paul Finnegan and Sgoil Araich parents. Overall this was a positive meeting and provided parents an opportunity to discuss their concerns. Main issues were staffing and communication. Carol Burns and Christina Stewart, Early Years' Service will focus on the staffing issue. Nadine Murray has been appointed Peripatetic Manager for 2 days in Sir E Scott. It has been suggested to move the Sgoil Araich to term time only, this will help alleviate staffing pressures, and possibly enable an additional play leader to appointed over time. All present at the meeting supported this plan. Questionnaire have been issued to parents, once the information has been collated a decision will be made based on parents' views. One of the concerns raised by the Care Inspectorate was no onsite Early Years manager during the school holidays. AC thanked AMU for this update.</p>				
	<p>5. Parent Drop In Session RC gave background information on the purpose of the Parent Council Drop in Sessions, which was mainly to encourage parental engagement. A fundraising sub group has been formed as a result of these sessions, with parents keen to be involved in fundraising, rather than being members of the Parent Council. This was discussed at length. AMU stated the long-term plan is to have more informal sessions with parents and making the school a more accessible place for them.</p>	•			

5	Head Teacher's Report	Staffing AMU provided details of the supply cover that has been put in place to cover the PE posts due to staff absence. Specialist PE staff from the Nicolson Institute will provide support for pupils undertaking their practical PE exam on Monday 27 th March. Study Support sessions will also be available for pupils via e-sgoil. Pupils sitting their SQA exams have been assured of full support to ensure they receive their targeted grade. Rachael Mackenzie has been appointed as the PEF Attainment Apprentice. Rachel will be based at Sir E Scott School 3 days a week, Tuesday – Thursday. The main focus of her role will be to look at closing the attainment gap. She will also be involved in After School Clubs and the Breakfast Club.	•		
		Gaelic Café The is now up running with thanks to KD and Ross Miller, DYW Co-ordinator. Hot drinks are being providing to staff and pupils. Pupils are also undertaking the Barista skills course as well as participating in a Young Enterprise Group.	•		
		Gaelic Week AMU provided details of the activities planned for Gaelic Week, beginning Monday 20 th March. The Young Enterprise Group are planning their launch for next week and have been in contact with local business. They have also been working with the CnES Multi Media unit. This is also a positive motivation for Gaelic.	•		
		P7 Transition Pupils have been participating in transition activities over the past couple of weeks. Mairi MacIver, CLD is finalising a programme of events over the coming weeks.	•		
		Mobile Phone Policy This policy was implemented a couple of weeks ago. This will be reviewed once feedback is received from parents, pupils and staff. The consistent message is creating and sustaining a culture of learning.	•		
		Thank You Letter AMU read a thank you letter from P7 pupils for their recent donation of £130.00 for the Lego League challenge.	•		
		School Leavers Planned events for school leavers was discussed. S6 pupils usually attend a dinner in the Harris Hotel followed by a Prom in the Community Centre. Primary pupils arrange their own events for P7 pupils. AMU would like to prioritise the S6 school leavers as this is a significant event in their lives. There are 8 school leavers this year. AC has agreed to purchased Amazon voucher as this has been done in the past. <i>GF left he meeting at this point – 7.05pm</i> AMU will confirm details of prom events with AC once they have been confirmed.	<ul style="list-style-type: none"> • Purchase 8 Amazon Vouchers • Confirm details of Prom events with AC once they have been confirmed. 	AC AMU	ASAP ASAP

5	Head Teacher's Report..... ...continued	HE Post AMU provided details of the recent HE post. Following a recent advert, there was one candidate, unfortunately they withdrew their application. KD provided details how the classes are covered. They are extremely grateful to Mrs Sheena MacRitchie who provides supply cover 2 days a week for the practical aspect of the course. This post will be re-advertised, they will also look at the possibility of a probationer teacher.	•		
6	SFLA – Support	This item was requested to go on as an agenda item, following the last Parent Drop in Session. AMU stated E McCombe was recently appointed as SFLA (26-hour post) until June 2023. The Additional Support Needs Audit was completed and submitted last week, this will form the basis on our Support for Learning allocation for next session. KD stated the support is provided where a need is identified in a class. AMU explained the staged intervention system, which ranges from Stage 1 to Stage 4, based on the level of need. AMU's perception is there is a balanced provision across the school, based on the specific needs of children. It was agreed this item would be removed from the agenda for future meetings.	• Remove this item from the agenda	AC	ASAP
7	SQA Update	The SQA Update has been a regular item on the PC Agenda. This was vital during the covid period when there was uncertainty regarding exam procedures. As KD is regularly present at all PC Meetings and will address any issues that arise, it was agreed this item would be removed from the agenda for future meetings. Study leave will commence on Monday 24 th April. KD provided details of the SQA examinations arrangements, allocated rooms and additional assessment arrangements if they are required.	• Remove this item from the agenda		ASAP
8	Financial Update	AC provided an update of accounts. The current balance on 13.03.23 is £2461.22. This is following a profit of £1138.70 from the recent Burns Supper, and £572.00 annual payment from CNES. £250.00 donation is also due following a walking/step challenge by the local community. KD requested funding to assist with lunchtime clubs for secondary pupils. AC received a funding request of £300 from the Young Enterprise Group, PC members agreed to this request subject to the resubmission of their initial request. It was agreed £300 would be provided for the pupils and it was to be split between lunchtime clubs and Young Enterprise. AC read out a thank you letter from members of the local community who recently attended the Burns Supper.	• Ask Young Enterprise to re-submit their funding request to AC.	AMU	ASAP
9	Date of Next Meeting	The next meeting will take place on Monday 24 th April 2023 at 6.30pm.	•		
10	Close of Meeting	AC thanked everyone for attending and the meeting closed at 7.45pm.	•		