

<p style="text-align: center;"><b>COMHAIRLE NAN EILEAN SIAR</b> Department of Education &amp; Children's Services</p> <p style="text-align: center;"><b>Minute/Note of Meeting</b></p>		<b>TITLE</b>	<b>Parent Council Meeting</b>			
		<b>DATE</b>	<b>Monday 11<sup>th</sup> March 2024</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, Andy Murray (Head Teacher), Alison MacDonald, Ian Murdo MacDonald, Adam Johnson (Acting Depute Head Teacher), Kathleen Duce, Gordon Macleod.					
<b>Apologies:</b>	Cllr Paul Finnegan, Cllr Grant Fulton, Caroline Chaffer, Donella Barker, Jenna Morrison, Pauline Macleod.					
<b>Agenda Item</b>				<b>Action</b>	<b>Who?</b>	<b>When?</b>
<b>1</b>	<b>Welcome</b>	AC welcomed everyone to the meeting.				
<b>2</b>	<b>Apologies</b>	Apologies were noted above.				
<b>3</b>	<b>Minute of 30<sup>th</sup> October 2023</b>	The minute of the meeting held on 30.10.23 was agreed to be an accurate record – proposed: Ian Murdo MacDonald, seconded: Alison MacDonald.				
<b>4</b>	<b>Matters Arising</b>	<p><b>Tesco Stronger Starts Grant</b> AMD provided details of the grant application form which was completed and submitted on time. The deadline was February 2024. Funding was requested for the following 3 projects;</p> <ol style="list-style-type: none"> <li>1. Reading Shed</li> <li>2. Replacing the school Mountain Bikes</li> <li>3. Waterproof clothing for Primary pupils</li> </ol> <p>She explained there was a crossover with the Mod Parents Committee who also applied for funding. As their application is time dependent, it was suggested the Parent Council reapply in August/September 2024. KD volunteered to take responsibility for this next session. AM thanked AMD for her time and effort with this funding application.</p>		<ul style="list-style-type: none"> <li>• Re-apply for Stronger starts funding.</li> </ul>	KD	Next Session
		<p><b>PC Members Interview Training</b> Two Parent Members are required to undertake this training. KD volunteered and GM will also undertake refresher training. AM will make arrangement for this to be done as soon as possible.</p>				
<b>5</b>	<b>Head Teacher's Report</b>	<p><b>Staffing</b> Ms Christine Stokes has been appointed on a part time basis as a Pupil Equity Teacher. AM provided details of her role supporting pupils. AM provided details of the Sgoil Araich posts which were recently advertised, these posts remain unfilled. There is a full time Nursery Manager's post which is currently being processed by the Vacancy Panel, CNES.</p>		<ul style="list-style-type: none"> <li>•</li> </ul>		

5	<b>Head Teacher's Report.....</b> <b>...continued</b>	<b>Sgoil Araich</b> Due to lack of staffing the Sgoil Araich is closed 11.03.24 and 12.03.24. There are no permanent members of staff currently in the Sgoil Araich. AM will arrange an emergency planning meeting with Carol Burns, Early Years Manager and Mary Clare Ferguson, Senior Education Officer. He will also arrange a meeting this week with SA parents to address current issues. There was an unannounced visit from the Care Inspectorate on Tuesday 30 <sup>th</sup> January 2024. AM shared details of the report following this visit, all the issues raised have been addressed. The report is available on the Care Inspectorate website. This will also be shared with Sgoil Araich parents.	<ul style="list-style-type: none"> <li>• Arrange meeting with SA parents.</li> <li>• Arrange Planning meeting with MC Ferguson and C Burns.</li> <li>• Share Report with SA Parents.</li> </ul>	AM	ASAP
		<b>SQA</b> All senior pupils have completed their Prelim exams. Senior Phase reports have been issued to parents and Parents Evening has also taken place. Alternative Assessment Arrangements have been finalised. Information regarding study leave will be issued to parents in due course.	•		
		<b>Community Partnership Project</b> AM gave details of a Community Partnership Project involving Ross Miller, DYW Co-ordinator and North Harris Trust. The school have been allocated funding to renovate the building on Old Pier Road. KD volunteered to be involved in this project and she will contact the owner of the building. <i>A MacDonald left the meeting at this point.</i>	<ul style="list-style-type: none"> <li>• Contact owner of the building on Old Pier Road.</li> </ul>	KD	ASAP
		<b>Activities Week</b> Staff are looking at an amended programme for Activities Week this year. The current S1 – S3 pupils will be participating in John Muir and Duke of Edinburgh days. In order to plan to for future trips and making them accessible for all pupils, they hope to have a sponsored walk to raise funds. They also hope to have an enterprise activity in the community. Detailed information will be shared with parents nearer the time.	•		
		<b>Secondary Parent Survey</b> AM provided details of this survey which was issued to parents at the end of last year. There have been 45 responses to date, just over 50%. AM shared the parent responses with Parent Members. He explained this a pre-inspection Education Scotland questionnaire. He highlighted areas that are being addressed by staff. AM will issue a summary of responses to Parent Members. All this information will be incorporated into an and Action Plan, and also included in the School Improvement Plan.	<ul style="list-style-type: none"> <li>• Issue summary of results to Parent Members</li> </ul>	AM	ASAP
6	<b>PC 'Toolkit'</b>	Mrs P Macleod was unable to attend; therefore, this item will be deferred until the next meeting	<ul style="list-style-type: none"> <li>• Agenda Item</li> </ul>	AC	22.04.24
7	<b>Financial Update</b>	AC provided an update of accounts. Payment of £593.00 was received from CNES for PC running costs. The current balance on 11.03.24 is £2246.72. In anticipation of requests from the school for funding for school proms, all members approved payment of £300 to both the Primary and Secondary school proms.	•		
8	<b>Date of Next Meeting</b>	AC thanked everyone for attending and the meeting closed at 7.25pm. The next meeting will take place on Monday 22 <sup>nd</sup> April at 6.30pm.	•		