

**Hillhead High School Parent Council AGM Minutes** – **Monday, 6th February 2023, 18:30**

**Parent Council:** Catriona Futter (PC Chair), Ali Downes (PC Treasurer), Jerome Boué (PC Secretary), Valentina Kskhafa, Martina Johnston, Sandra Huettenbuegel, Sam Bartlett, Kiki Kobatake, Ram Karunagaran, Bernie Mitchell

**School Staff**: Mrs Karen McAlaney (HT), Mr Steven Neil (DHT), Mr Jack Richardson (DHT), Mr Tom Carson (DHT)

**Apologies:** Andrea Fisher

**Parent forum:** 4 Members of the Parent Forum

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| **Topic** | **To do** |
| **Welcome – PC Chair**   * Took over from Chair in 2020, 1st in-person meeting only in May 2021 (previous was Feb-20) * Thanks to Parent Body, been a delight to be chair * Covid had such an impact on everything * Chair attached to school for 9 yrs * P7 induction event, Ram represented the PC * Over past year, school fayres were a great success, able to fund the replacement of basketball hoops in the back playground * PC involved with cost of living crisis work, Eco Policy that PC developed was presented at GSPC, liaison b/w PC and school on ASN, PC made cakes for staff at Xmas; big emphasis on fundraising for minibus; applications for grants – thank you to Valentina, and everyone for your work on this! * Looking at year ahead, balancing what we want to do and what's realistic, will liaise with school, fundraising, parents links with subgroups, spread the load * Updated PC constitution in 2019, made term of office in PC 3 yrs, then can stand again but have to come off PC for a year after 6 years * Staff intros: Jack Richardson, S6 Acting Depute (SQA, Pupil Support; Steven Neil, S4-5 Depute, leading School Improvement; Tom Carson, Acting DHT, leading Raising Attainment; Karen McAlaney, HT)   **PC Chair’s Report:** |  |
| **Treasurer's report**   * Accounting year 01-Aug-20 to 01-Jul-21 * No official guidance and what you should do * Highlight: sorting out and getting access to the old accounts * New basketball hoops were the biggest expenditure * Funded chocolate bars for staff as couldn't bake cakes * Donated money for hardship Xmas boxes * Very successful Quiz night – thank you Bernie! * Card reader now used at Fayres * Receive £450 yearly from GCC * Registered for Easy-fundraising – thank you Sandra! * Minibus is next priority identified by staff and pupils: £939 specifically earmarked for it - go-fund me page set up for minibus * Need to discuss how we watch out only earmarking funds for minibus * Parent forum Jolene had fundraising just before Xmas, raised £1K * Accounts signed off by independent examiner, no need to be audited as not charity-registered * Target for minibus: new 15 -seater, new Peugeot, ~ £35K * May need to consider 2nd hand minibus as cheaper at £16-18K   **Comment from Chair**: Thank you Ali for fantastic work as Treasurer, sorting out long-standing issues!  **Question from PC**: Will council sell old minibuses in summer if moving to electric?  **Answer**: Worth looking into.  **Treasurer’s Reports:** |  |
| **PC Election**   * Catriona and Andrea stepping down, 2 spaces open * Huge thanks to Andrea for her work on the PC over the years * Listed for election: Alasdair Downes, Jerome Boué, Martina Johnston-Gray, Chris Athanasiadis, Antonia Brecht and co-optee Bernie Mitchell * Martina officially standing in * Antonia and Chris are standing in * Ali standing in again as Treasurer; Jerome standing in again but not as secretary   **Intros**   * Jerome – son will be gone in 2 years, contributing as much as possible to the school, want to make a difference, will continue updating PC Facebook and Twitter * Ali – son in S4 and will be gone in 2 years, made great start for minibus, things up and running * Martina – son in S1, chair of Garnebank Primary school for 5 years, use connections to help as much as I can * Kris – son in S1, 2nd term in Glasgow, here since 2019, involved in wider public sector, programme manager, loved Glasgow; feel like got a lot from community, want to give back * Antonia Brecht - on PC together with Martina in Garnebank Primary school, get to know people; not yet know many people in HS, getting to know school and contributing * Bernie – co-opted, giving back, involved with Hewden, assist in matters to do with curricular   **PC Voting**   * Voting unanimous and complete * Antonia and Chris, welcome to the PC!   **Comment from Chair**: Being on the PC is much about what you can do, no expectations   * Ram proposed Valentina as Chair, Sam seconded * Ali proposed Martina as Vice-chair, Kiki seconded * Valentina proposed Ali as Treasurer, Antonia seconded * No secretary, PC meetings minute-taking to be completed by PC Members on rota-basis * Next steps: Valentina will add Chris and Antonia to PC WhatsApp group chat   **Comment from Chair:** Thank you very much to Jerome for fantastic work doing very extensive minutes! |  |
| **AGM Concluded** |  |

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| **Topic** | **To do** |
| **Welcome – PC Chair Reports (Valentina Kskhafa)**   * A big thank you from Chair to Catriona for fantastic work done as chair over the last few years! * Staff intros: Karen, HT for 6 yrs, in school for 10; Steven Neil, DHT S4/5; Tom DHT for raising attainment; Jack Richardson, DHT for S6, Pupil Support, Developing Young Workforce, SQA, etc. * **Minutes from November meeting** approved/seconded by Ram and Sam   **Skills dvpt update**   * Careers' Fair on Thursday 16th February, aimed for S3s, parents invited to attend at end of school day, opp'ty to speak to potential employers, good opp'ty for parents to engage with options. Will give young people information the need to make decisions about 2-yr programme.   **School grounds** **update**   * Sam to meet with Jack, school captains, eco-committee, soon – need to re-assess what is possible. Group of S6 completed bin survey, now submitted results to Humza Yousaf * Eco group submitted work for Green Flag Award * Planting group has been working indoors because of weather * Lots of plans for planters, however balancing what we want to do and what’s realistic * School grounds & building maintained by AMEY. New area manager. |  |
| **Treasurer’s Report**   * Could have fundraising week for minibus, tied-in with pupil committees or staff event (eg quiz), could fit in with all other priorities * If children could raise rather than give money, via sponsored activities * Have avoided sponsorship, but will look again, hardship funds in good position * Jack meets with team, lots of good ideas but got to balance out * 6th year charities group: £2K already raised, before Xmas, raising money via music concert, Beatson, things throughout the year, community events * 2 biggest funders, Funds for all and Lottery: getting a response from big organisations is very difficult. * Thought it should be 15-seater, still unsure if VAT would apply – need to be under ownership of HHS * £20-25K for 2nd hand, 15-seater, ring-fenced £2.8K for minibus, good way short of any realistic target * Itison giving £15K * This can't be a long running campaign, otherwise, no funds for anything else * Also very positive, Lisa Torrance (freelance fundraiser) with child at HH Primary, may be able to help us   **Comment from Vice-chair**: could also get funding from different Wards, to build up money, opp'ty to raise more for each  **Comment from Chair**: needs to be a sub-group for fund-raising, need to have plan of action and run it by Karen to ensure no issues; will bring it to PC for review in March  **Comment from Parent Forum**: we should tag Gofundme with Valentines Day (“Show some love for the minibus”…)  **Treasurer’s Report:** |  |
| **Additional Support Needs**  **Kiki**   * Met with Jack Richardson to find out what's in place at school * School GIRFEC guidance reviewed by PC, made some suggestions about improving communications, etc. * Heard from different parents about ASN provisions * Working fairly well but some parents unclear as to what is available, some frustration * Becoming more aware of how complex this issue is – some things cannot be discussed in detail as sensitive or confidential * Keen to hear from parents/carers, from wider context; differences coming from faith/culture, some needs not as represented as others * Taking time to gather information from Parents/Carers   **Jack**   * Feedback on GIRFEC received from Parent Forum via Kiki , practicality of "this is how it works at HHS" document * Good to hear fdbk, making updates * If have any concerns about ASN, you can contact the school, if unsure, contact the school office, or Jack, or Siobhan Maguire * Confidentiality, cannot talk about individual cases * Scotland has more people on ASN register (33% in Scotland, short or long time) than other countries in Europe in part due to classification and school doesn’t wait for diagnosis, support in place if/when required * Fully staffed in compliance, based on guidelines   **Comment from Chair**: thank you to Kiki and Jack for your work on this! |  |
| **HT Report**   * Cost of school day report by Ms Higgins now published   + 107 families contacted her: 67 were entitled to financial help (£58K education benefits, £43 benefits, some for disabilities, £50K for debt management, etc.)   + Coffee morning with these families will be organised for next term, translators will be present, very good news (parents/carers with language skills could also volunteer to help) * Bike marking: lots of theft in the West End - police Scotland offering to come into the school and get bikes marked * Kirstin Campbell continuing to do wellbeing work with pupils, newsletter on website * School counsellors happy to come along to a PC meeting and talk about what they do * Evidence gathering (previously known as prelims): taking place currently for S6s, started last week, finishing on Wednesday; S5s did their exam diet before Xmas hols, should have all met with staff coach; checking in with pupils, who's coping, who’s struggling. * Focus on attainment: coaching, supported study, workshops, it's all about what happens in class with teachers   + Looking to help S5s who may not have place to study at home or not knowing how to study   + S4 need being reminded who their coaches are   + S6 giving back – helping S3s with coaching/guidance on options   **Comment from Parent forum**: study support has been excellent   * Toilets: main toilets opened all day from moment school open till just after 5; music toilets also opened at interval & lunchtime. Regular checks of toilets to prevent vaping and overuse of mobile phones; working well, almost no vandalism. Assemblys planned from now, about responsibilities.   **Comment from Parent Forum**: toilets can are intimidating for some because of pupils hanging out in there   * Water: available all day from water fountains   **Question from PC co-optee** **Bernie**: will the school be open over the Easter holidays for student who wish/need it?  **Answer from HT**: staff need to sign up for it, Tom Carson working on it but school should remain open for those who wish it. |  |
| **Potential Council Cuts to Education funding – Martina**   * Potential education cuts (eg to holiday food programme, essential stuff would no longer, cuts would have a big impact on young people, as huge range of pupils at HHS on FISO, with school meals) * Template letter made available by GPCG to parents/carers; asking PC members to send letter to local councillors |  |
| **Next PC Meeting/AGM/PC Elections: Tuesday 2x-Mar-23** |  |
| **PC Meeting End** |  |