

# Calderhead HS Parent Council

Minutes for meeting held on Thursday 1<sup>st</sup> Dec 2022 at 6pm, Calderhead HS



	To be Actioned By:
<p><b>Present</b> Audra McPhee, Susan Duncanson, John Robertson, Jennifer Hayburn, Corrina Campbell, Lisa McAllister, Gordon Muir, Maxine Paterson, Cllr Hughes, Cllr Leckie, Lynn Prentice</p>	
<p><b>Apologies</b> Apologies received from Cllr McCulloch, Cllr Stevenson, Alison Barr, Kyrstie Cowell</p>	
<p><b>Previous Minutes</b> Approved by Jennifer, seconded by Gordon Muir</p>	
<p><b>Parent Council Annual Report</b></p> <p>Audra opened by mentioning her previous involvement with primary school groups and touched on the past year's highlights and challenges as Chair of Calderhead Parent Council.</p> <p>Overview of Calderhead HS PC work 2021/2022:</p> <ul style="list-style-type: none"> <li>• Working with HT / school and being a "critical friend".</li> <li>• Working with NLC Parental Engagement Team to review policies and practices to ensure CHS PC adhered to expectations set for parent councils across NLC involving updating constitution, establishing code of conduct and adopting methods of recording and reporting work to NLC.</li> <li>• Focus on PC meetings to make them geared towards relevant topics. Presentations invited from guest speakers based on feedback from the committee including presentations from subject teachers, school captains and Calderhead Cares system. Thanks to John Robertson for his invaluable HT reports at these meetings throughout the year.</li> <li>• CHS PC joined with PC's across NLC and have been represented at the Parent Consultative Group where Chairs meet to hear from various departments within NLC and share best practice with PC peers. Attendance at these meetings has been useful and has put Calderhead on the map in respect of us having a voice and presence at these meetings. There is a real push for improving parental engagement across North Lanarkshire currently and to this end a working group is in the process of being set up, which Audra has volunteered to take part in, to update the NLC Parental Engagement Policy.</li> <li>• Audra talked about the lack of new recruits to the group and mentioned that only one new parent had joined in the past 5 years. A key priority has been and must continue to be trying to engage with the wider parent forum. S1 parents were canvassed at a recent parents evening to get their views, some actions have already been made based on this.</li> <li>• There has been a push to improve communication both within the committee and the wider parent forum - December 2021 we set up a WhatsApp group for parents on the committee. The group has continued to use twitter and tried to increase presence. Over the last few months the school's email system has been used to relay information to parents based on feedback that this is a preferred method of communication. Thanks to John Robertson for giving the group access to this. A FB page has just been set up which only the committee so far have had access to. This group is to be rolled out to the wider parent forum in the coming weeks.</li> <li>• The group have attempted to be more visible within the school attending events such as the 10-year Anniversary, S1 and S4 parents evenings and our P7 transition. We hope that this interaction may encourage more parents to become involved.</li> <li>• Parent Council has been involved in recruitment for School Captains and we have also helped with</li> </ul>	

<p>Appeal Hearings for NLC.</p> <ul style="list-style-type: none"> <li>• Documents pertaining to parent council business are now being posted on the school website and in the coming weeks we will update the parent section further. Moving forward we also hope to post PC documents on our FB page.</li> <li>• At our last meeting we discussed the possibility of being involved in various events within the school such as career events and parent / pupil activities. An idea for future PC meetings was to run hybrid meetings to make meetings more accessible to parents. It is hoped that CHS PC can work more closely with the cluster PCs to try and bridge the gap between parents / carers who are actively involved at primary level but then fall away when their child starts at Calderhead.</li> </ul> <p>Audra thanked Susan Duncanson in her role as Secretary and all other parents for their attendance and support at meetings and events. Mention was made of Kyrstie Connor (co-opted member) for her support, to Maxine Paterson (staff member) for her insight and to local Councillors for their support. Lastly Audra thanked John Robertson, HT and advisor to PC, for his advice and support throughout the year and for the inclusive dynamic that the group enjoy at Calderhead.</p> <p>Audra quoted the CHS PC constitution and encouraged those attending to stand for re-election. Audra handed over to John Robertson for the process of election.</p> <p>Audra then stepped down as Chair and handed the meeting over to J Robertson.</p>	
<p><b>Elections</b></p> <p>John Robertson conducted the election of parent council officers. Audra was proposed as Chairperson by Gordon, this was seconded by Jennifer. Susan was re-elected as Secretary by Jennifer, seconded by Gordon.</p> <p>The following were proposed and seconded as committee members: Lisa approved by Audra, seconded by Jennifer Maxine approved by Lynn, seconded by Lisa. Jennifer approved by Corrina, seconded by Lynn Lynn approved by Audra, seconded by Gordon Corrina approved by Jennifer, seconded by Lynn Gordon by approved by Susan, seconded by Lynn</p> <p>In Absentia, the following people were proposed by Audra and Susan: Allison Barr and Kyrstie Cowell.</p>	
<p><b>Headteacher Report for Calderhead High School Parent Council</b></p> <p><b>Staffing</b></p> <ul style="list-style-type: none"> <li>• Gillian Pritchard retired on the 11th of November. We had 16 applicants for the two part - time vacancies and invited 9 to interview. We have now appointed 2 applicants with extensive experience working in an office environment.</li> <li>• We have two long term absences in Art and Design and Maths. We have made internal arrangements for certain classes. We are seeking supply staff to cover for the absences.</li> </ul> <p><b>SQA</b></p> <ul style="list-style-type: none"> <li>• Prelims for S4 pupils begin on 8th December for those studying National 5 courses.</li> <li>• Prelims for S5/6 pupils will be in February. A small minority of S4 prelims will also be held in February.</li> </ul> <p><b>News</b></p> <ul style="list-style-type: none"> <li>• Annual Attainment Review was scheduled for Tuesday 6th December but has been postponed to Monday 23rd January. This year it will be split into two parts.</li> </ul>	

<p>Part 1. As per previous sessions it is expected that discussions will centre around the 'attainment review dashboard' which contains a range of performance information including:</p> <ul style="list-style-type: none"> <li>• Senior Phase Attainment with reference to 2022 and expected performance 2023 (tracking and/or prelim information can be used if you have it)</li> <li>• BGE S3 Attainment Data</li> <li>• Leaver Destinations</li> <li>• Attendance and Exclusions</li> </ul> <p>Part 2. The proposed agenda for the partners section of the attainment reviews:</p> <ul style="list-style-type: none"> <li>• Attendance/Exclusion – picking up from partnership perspective on any issues already discussed</li> <li>• Promise – Awareness/Inclusion in School Improvement Plans</li> <li>• Empowering Clusters/Planning for Children's Wellbeing</li> </ul> <p><b>Events</b></p> <ul style="list-style-type: none"> <li>• Children in Need. The talent show, leg waxing etc. was a sell out and was well received.</li> <li>• DYW Assemblies have taken place this week. The New PT DYW would like to speak at the next Parent Council Meeting.</li> <li>• Netball, we have entered two equal teams in the Senior League. These teams have now played all of their games and await to see if they are in the knock out stages.</li> <li>• Outward Bound. We sent 24 girls to the Loch Eil Centre for a "Women into Leadership" course on Friday 18th November to Sunday 20th November. The activities included Jog and Dip, Gorge Walking, Rock Climbing, Abseiling, Canoeing, Leap of Faith, Challenge Problems. All of the participants reported the weekend to be a great success. Thank you to Miss Duddy and Miss Paterson for attending.</li> <li>• We have booked a 12 person group at Loch Eil for the first weekend in June 2023. The working plan is to take 12 S2 boys and 2 male members of staff.</li> <li>• Christmas Disco S1/2 on Monday 19th December. Led by Mr Donnelly, Miss Townsley and Mr McCartan.</li> <li>• Shoe Box Appeal this was led by Senior pupils</li> <li>• We held a very successful P7 Open Night.</li> </ul> <p><b>School Closure</b></p> <p>Due to strike action by the EIS Union the school, along with all other mainland schools was closed on Thursday 24th November. It is likely the school will be closed on Wednesday 7th December due to National Action by SSTA and NASUWT members.</p>	
<p><b>AOB</b></p> <p>Gordon queried the role of the parent council and the impact it can have on the school. A general discussion took place where it was agreed that the parent council should do their best to promote the school and work in partnership to promote the school within the community.</p> <p>The Facebook group has been published. It's still a closed group at the moment until we confirm who will be monitoring the page and agree how it will be used.</p>	
<p><b>Next Meeting</b></p> <p>Our next meeting will be held on Thursday 2<sup>nd</sup> February 2023 at 6pm in Calderhead HS.</p>	