

Brae High School – Parent Council Meeting Minutes

Date and Time of Meeting	Wednesday 20 th May 6pm
Location	Vscene Virtual Meeting
Those Present	Sarah Johnson, Louise Wood, Vivian Anderson, Janis Nicolson, Logan Nicolson, Loren Manson, Julie Johnson, Astrid Nicolson (Clerk)
Apologies From	Monique Hunter, Julie Hay

Agenda Items No.		Person Responsible
1	Welcome and Apologies noted as above <ul style="list-style-type: none"> • Sarah welcomed everyone to the meeting and Logan introduced Julie Johnson as the Staff Representative. • Apologies shared 	
2	Approval of Minutes <ul style="list-style-type: none"> • Proposed by Vivian, seconded by Louise 	
3	Chairs Report on Actions/Matters Arising <ul style="list-style-type: none"> • It was decided that all current items/actions would be put on hold and carried forward due to the current situation with Covid-19. 	

4	<p>Treasurers Report</p> <ul style="list-style-type: none"> On 30/4/2020 the PC had £1269.75 in the bank. A donation of £500 from Scottish Sea Farms Ltd has been received for the playground. 	
5	<p>School Report</p> <ul style="list-style-type: none"> Logan ran through the report with the meeting (see attached) 	
6	<p>Pupil Council Report</p> <p>Primary Pupil Council</p> <ul style="list-style-type: none"> Sarah and Vivian had been to meet with the Primary Pupil Council. There were 8 pupils from P3 upwards. It had been very successful, and the pupils had a lot of ideas to put forward. The PC would like to take this forward so the pupils can see that they are being heard. <p>Secondary Pupil Council</p> <ul style="list-style-type: none"> Loren Manson spoke on behalf of the Secondary Pupil Council. The pupils are more focused on schoolwork at the moment rather than outside awards. They were asked if there was anything they would like raised at the meeting, but there had been no feedback from the pupils. Julie said that they were in regular contact with the pupils and were able to give extra support if required. 	
7	<p>Home Learning</p> <ul style="list-style-type: none"> Logan spoke about the home learning survey that had been sent to parents. There had received 35 responses. There had been a positive response saying that there was a good balance of work and that the parents and pupils didn't feel overly pressured. The only concern raised was the lack of consistency in the layout between the different teachers and classes, Logan was having discussions with the teachers to try and rectify this. Sustainability week - Logan said that a pack had been sent out with activities and ideas. He also said that families can choose from the activities or choose to have the week off or catch up on schoolwork from the previous weeks. 	
8	<p>Team Improvement Visit Report</p> <ul style="list-style-type: none"> Logan spoke about the Report which had been generated after the school inspection that had been carried out between Monday 17th to Wednesday 19th February 2020. The report had concluded that some improvements needed to be made but had some good points also. The school had good strengths in the relationships between pupils and teachers and the overall teaching and learning was good. The report concluded that some of the Systems and structures needed to be improved. Louise raised the point that the report was not written in the best language, there was too much "jargon". Logan said he will try and give an "in a nutshell report" but that would take some time with the current workload due to Covid-19, it would possibly be part of the Quality and Standards Report. 	LN

	<ul style="list-style-type: none"> • The question was asked why there had not been a school inspection in 12 years? Logan said visits had been set up before over the years but had not been carried out. • Julie said the primary staff were looking at the points to develop and see where the improvements were to be made. 	
9	Staffing update <ul style="list-style-type: none"> • Logan said that with the current primary pupil numbers a 7th teacher would be required and they were looking at the possibility of a probationary teacher filling the post. • Mr Forsyth isn't at work at the moment. 	
10	AOB <ul style="list-style-type: none"> • Logan asked for feedback on the new school website that had been launched. • The PC said the Website is looking great, refreshed and a huge improvement from the last one. Over the years the experience of ASN within the school for some families has been inconsistent and has been lacking. The vision now alongside the motivation of new staff sounds promising and clear. We need to be mindful that with experiences not matching this vision fully as yet that this may impact on how some families feel when reading this part of the website's information. • Logan said there needed to be some better training on where the ASN department comes in and becomes involved. • Logan also asked for feedback on the BHS Values and Descriptors. Not everyone had managed to read it but those who had found it to be good and positive and liked how it spelled CARE. Logan said he had tried to include everyone in it. • School Logo - It was discussed that the pupils don't like the current school logo. Logan has been speaking to the SIC Communications Dept who will create a new logo with the pupil's input. He also said it would need to be not just a 'Brae' logo but need to include other areas as a lot of the secondary pupils and some primary come from areas all over the north of Shetland. • The PC said they had discussed before about a PC logo. Logan suggested possible pupil and parent council logos could be looked at by the Communications Dept after the school one had been done. • Janis asked to pass on thanks to all the staff for the work they have been doing in this difficult time. 	
11	Date and Time of next Meeting <ul style="list-style-type: none"> • Thursday 25th June 6pm through Vscene 	

Action No.		Person Responsible	Update on Progress
	Emma McDonald to look into the recycling opportunities and get update to the PC	EM	On hold
	PC office bearers to make info sheet to display next to suggestion boxes and raise awareness of the boxes on the PC update	PC Office Bearers	On hold
	System to be implemented for Kids council's thoughts to be heard, PC Office bearers to help facilitate this	LN/BF/PC Office Bearers	On hold
	Speak to DLO about the safety of the school gates. PC to email Logan to assist/progress the issue with the DLO	LN	On hold
	Lunch Time activities Logan to discuss with Danny Peterson	LN	On hold
	Billy to speak to Karen from RSPB	BF	On hold
	Days of action dates to be decided to finish off the new/adventure area	LN/BF/PC	On hold
	Logan to discuss with DLO regarding carpark issues and also put reminder out to staff and parents about car park usage	LN	On hold
	Project Proposals for fundraising: school interface PC to put out an update to parents and ask for fundraising ideas	PC	On hold
	Project Proposals for fundraising: new IT needed for the schools (tablets). Action plan to be made on how we can work together on this	LN with PC Office Bearers	On hold
	Invite Steve Head Cook to next PC meeting	PC Office Bearers	On hold
	Logan to speak to Neil Beattie about Hot trollies and Shona Thompson about Vending machines.	LN	On hold
	Logan and PC to look into hot drink vending machines	LN/PC	On hold
	Logan to speak to Neil Beattie about hand soap options	LN	On hold
	List of Primary council dates and times	BF	On hold
	In PC update, ask parents for ideas on how the Primary concert could be done differently this year.	PC Office Bearers	On hold

