



## **Minutes of the Annual General Meeting of the Parent Council held on Wednesday 22nd January 2025 at 7.15pm**

### **Present**

J Pate (in the Chair)

S Gardiner	A Naismith
C Arthur-Inch	T Summerville
V O'Rourke	A Norris
S Wayt	

### **In attendance**

Ms Lee	Mrs Docherty
Mr Rivans	

<b>Item</b>	<b>Topic</b>	<b>Action</b>
1.	<b><u>Welcome and Apologies</u></b>  The Chair opened the meeting and welcomed all present.  Apologies were noted for M Wailes, H Sinclair, G Brown, M Fell, K Hynd, L Laird	
2.	<b><u>Approval of Minutes</u></b>  The Council considered the minutes of the meeting held on the 12 <sup>th</sup> November 2024 and were content to approve the minutes as a complete and accurate record.  The minutes were adopted by S Gardiner and seconded by A Norris.	
3.	<b><u>Rolling Action List</u></b>  J Pate noted that the open items regarding Facebook page best practice, new bank account and Tesco bag pack would be discussed later in the meeting. The list of extracurricular clubs was shared as an appendix to the November minutes and that point has been marked closed.	
4.	<b><u>Head Teacher's Report</u></b>	

	<p>Ms Lee provided a full update on school matters since the November meeting. The Head Teachers report for January is attached at appendix 1.</p> <p><u>Inspection:</u></p> <ul style="list-style-type: none"> <li>• Ms Lee provided a preliminary overview of the findings and noted that the final report should be available mid-February.</li> <li>• J Pate thanked Ms Lee and the staff for all their efforts in the lead up to and during the inspection.</li> <li>• S Gardiner enquired on timing of inspection, with it being just prior to prelims. Ms Lee and Mrs Docherty confirmed that schools have no say when an inspection happens and these cannot be rearranged.</li> <li>• J Pate provided an overview of the parental letter along with proposed feedback comments.</li> </ul> <p><u>Trips</u></p> <p>Ms Lee listed the trips planned/currently in planning.</p>	
5.	<p><b><u>Duke of Edinburgh Update</u></b></p> <p>Mr Rivans explained that there were two groups working towards their Bronze Duke of Edinburgh (six young people involved in the Inclusion team with another 8-9 young people working with N Forbes).</p> <p>LHS have some teaching staff trained to facilitate the DofE expedition. This investment in staff also keeps the costs down for the pupils. Bronze expedition is planned for 7-8th May to Moffat for 1 overnight. Other parts of the award comprise service/ volunteering; new skill; and physical activity. Mr Rivans advised that they have some expedition kit in stock, but still require more, therefore any funding support for this would be welcomed. SLC do have a warehouse to borrow kit if required. Some funding will be provided to the DofE support team from the parent council's recent Community Council application (if successful).</p>	
6.	<p><b><u>Finance</u></b></p> <ul style="list-style-type: none"> <li>• A Naismith noted that the current bank balance is unchanged from the previous meeting i.e., £127.45</li> <li>• A Naismith submitted an application to open a new Parent Council bank account with RBS on 16<sup>th</sup> January. M Wailes, S Wayt and T Summerville have agreed to be signatories on this account along with A Naismith.</li> <li>• Fundraising - discussion on funding opportunities from wind farm funds in the area. S Gardiner and J Pate agreed to explore this further.</li> </ul>	SG/JP

	<ul style="list-style-type: none"> <li>• Bag Pack - arranged for Saturday 1<sup>st</sup> March 10am-3pm, tombola can also be arranged. JP to speak to M Wailes to ascertain if buckets can be borrowed from Milton PS. Also agree option of borrowing contactless machine from school. Ms Lee to seek volunteers from pupil leadership team/pupil council. J Pate to post on Facebook Group</li> </ul>	BL/JP
7.	<p><b><u>Use of Facebook Group</u></b></p> <ul style="list-style-type: none"> <li>• Agreed to keep current settings on Facebook group (closed group, not restricted to only parents/carers, no anonymous posting) and to use Facebook Group more to ensure it is more relevant for parents/carers (e.g., include reminders of key dates and activities).</li> <li>• All parent council members welcome to post for dates/activities specific to the year group they have an interest in.</li> </ul>	
8.	<p><b><u>Parent/Carer Queries</u></b></p> <p>Ms Lee agreed to have staff follow up on the queries below:</p> <ul style="list-style-type: none"> <li>• S4 English – communication of prelim results and return of folios.</li> <li>• S5 Admin – study support</li> </ul>	BL
9.	<p><b><u>AOB</u></b></p> <p>No further business was raised.</p>	
	<p><b><u>Close</u></b></p> <p>The Chair thanked those present for attending the meeting and advised that the next meeting would be held in the school on Monday 17<sup>th</sup> March at 7.15pm.</p>	

Signed Jill Pate

Date 7<sup>th</sup> February

J Pate, Chair, Lesmahagow High School Parent Council

## Appendix 1

### **Head Teachers Update – 22<sup>nd</sup> January 2025**

#### **Staffing**

Long term absences from the previous term have closed.

Mrs Kirsty Dickson has been appointed Teacher of Inclusion, and joins us from St. Bride's Primary School on 27<sup>th</sup> January. Mrs Margaret McNeill and Mrs Theresa Hayburn, Teachers of Physics, have joined us in the Science Faculty; Mrs Annyse Ewing, Teacher of English, has joined us in the Languages Faculty.

Mrs Debbie Murray joins our School Support Assistant Team (Office) on 24<sup>th</sup> February. Mrs Murray will be with us on Mondays, Tuesdays and Wednesdays; Mrs Lynn Forrest will continue with us on Thursdays and Fridays. Our Office Team will therefore be fully staffed.

Mr Raymond Craig, Facilities Technician, has joined our Dalkia Team.

#### **HMIe Visit**

Thank you to all parents/carers who supported our school by completing the questionnaire, attending focus group discussions and meeting during our December HMIe visit. We were very proud to highlight to HMIe the key strengths of our school, and also shared our next steps in development. Our report should be published next month, and will be shared with our school community.

#### **Celebrating Success**

We continue to celebrate the in and out of school achievements of our students and are very proud to share these in assemblies, bulletins, newsletters, assemblies and wall displays. The House Point system also helps to recognise these achievements.

This week, Mr Gardiner has organised our first Inter-House Swimming Competition, with Milton House achieving 150 House Points, Logan House achieving 100 points and Kerse House achieving 50 points.

The success of young people in cycling and football has also been recognised.

#### **Prelims**

Our December Prelim results have been collated, and are being updated throughout the month to include practical elements for Music, Hospitality, Drama and PE. Interim and finalised data will be reviewed at our January/February attainment meetings, which take place over the next two weeks, with Faculty Heads, Principal Teachers and SMT.

#### **School Trips**

We have been able to offer an opportunity for young people to go to see Newcastle v Arsenal in the Carabao Cup on 5<sup>th</sup> February and have submitted the relevant paperwork seeking approval for a trip to London in October 2026. Trips to the Science Centre have taken place for S1 and S2 pupils this week.