



## MINUTES

DATE: WEDNESDAY 10 MARCH 2010

PRESENT:	Tim Holden (Chair)	Parent
	Iain Smith	Parent
	Kim White	Parent
	Fiona Mackenzie	Parent
	Mark Wyllie	Parent
	Vicky Cole	Parent
	Andy Greathead	Parent
	Kath Anderson	Staff
	Linda McInnes	Staff
	Sarah Ingham	Staff

IN ATTENDANCE:	Cllr Sheena Richardson	
	Mrs J Craig	Head Teacher
	Mr Stephen Illingworth	Faculty Head
	Mr Colin Dempster	Staff
	Ms A Cosgrove	Clerk

ATTENDING:	Clare Scott	Parent
------------	-------------	--------

---

Apologies had been received from Alistair Brown, Head Boy.

### 1. Minutes of Meeting of 3 February 2010

**Amendment** – Amend Page 3, Line 7 to read – “The Council's budget meeting was set for 9 February”.

Otherwise the minutes were agreed a true record of the meeting.

### 2. Presentation by Stephen Illingworth

Mr Illingworth outlined his role in the School, stating that his job was to manage 4 departments, as well as a 50% teaching commitments. His primary role was to ensure the highest quality of teaching and learning, and he noted that schools could have been seen as fragmented in the past because there was a lack of connection between departments. A common approach meant that issues such as behaviour were identified early.

The four subject departments within his remit were History, Geography, Modern Studies and Religious, Moral and Philosophical Studies. He explained that planning for Curriculum for Excellence was easier across faculties, as was development planning.

Questions on inspections, benchmarking for Curriculum for Excellence and the number of staff in the different departments were asked. Mrs Craig advised that there were 8 faculties within the school, but only 3 Faculty Heads, and explained the line management arrangements.

Mr Illingworth was thanked for his very interesting presentation.

### **3. Website Presentation by Colin Dempster**

Mr Dempster provided a visual demonstration of the new website, drawing attention to its new features. Parents felt this was very impressive and well developed, with an appealing layout.

Clare Scott asked if there could be links between the School and the Parents websites, and this was agreed.

On a question as to whether aspects of the curriculum could be uploaded to the site, Mr Dempster advised that there was a link to the SQA site which had a lot of information and past papers for pupils' use.

The Chair thanked Mr Dempster for his work in updating the website and for his presentation.

### **4. Matters Arising**

None other than on the agenda.

### **5. Action Points from last meeting**

- Information on usage of Bridge Centre drop-in facility – Janice McLeod had provided a display of information for parents. Any comments could be relayed back to her.
- Information on scoping document - Fiona Mackenzie was still to do this. However, she had contacted Kath Anderson with documents from the HMIE website and was in discussion with her.
- Report back from Community Council on Combined Cadet Force - Fiona Mackenzie reported that a lot of people had attended the meeting and there had also been information in the Press. A meeting had been held with Mrs Craig, Kath Anderson, the Provost and herself on this matter.

The Provost advised that the Army would be satisfied if a member of the Parent Council or a member of staff was willing to head up the CCF Unit, and if this was the case, the Unit could be a platoon of Loretto School under its Head Teacher. Any member of staff or Parent Council who was interested was invited to attend an introductory meeting to find out what was involved. The Parent Council could co-opt parents who wished to become involved. Mrs Craig would contact teachers who had expressed an interest, but noted that teachers already gave a great deal of time to out of school activities.

The Provost would set up the meeting and Fiona Mackenzie was willing to attend on behalf of the Parent Council.

### **6. Head Teacher's Report**

On the query on MAAP, and whether any elements could be used to satisfy elements of the DoE program if taken externally, Jenny Duff thought it would be difficult to run the

two programmes together, as the DoE programme was more prescriptive in its criteria. However it may be possible for the MAAP coordinator to sign off DoE activities and this would be discussed with Liz Brookes.

On the budget, secondary schools would receive an increase, but this would not cover the cost of pay increases. The school was not in deficit.

There had been some issues about costs in Home Economics, but the budget would be evenly spread over the year in the future, resulting in a more even spread of cookery activities. Parental contributions would not be sought, as Home Economics was a core subject in S1 and S2.

#### Presentation of Exam Results:

Mrs Craig gave a presentation of the exam results from the previous year, explaining the methodologies used to calculate the results shown, which were based on the 4<sup>th</sup> year cohort tracked through to 5<sup>th</sup> and 6<sup>th</sup> years.

A marked difference between boys and girls was visible, although boys tended to catch up later on in the school. There were good results for 6<sup>th</sup> year, with 25% of the 4<sup>th</sup> year group achieving at least one Advanced Higher. Results per subject were included, noting very positive results in Physics over the previous four years.

Mrs Craig advised that the sustainability of Advanced Higher classes could be a concern in the future due to numbers in the classes. Information on study leave and revision classes was given to parents.

Mrs Craig was thanked for this presentation which parents found very useful.

The S2 Information evening would be on 25 March.

A Swimming Gala and Talent Show would also take place towards the end of term.

#### 7. Teacher Members Report

Kath Anderson advised that Lynn Black, Community Police Officer, had been running a series of "clinics" in Tesco where shoppers could raise any concerns. She would like to organize something similar at lunchtime in the School. Fiona Mackenzie suggested that an item could be put on the parents' website to get feedback on the idea.

#### 8. Support Staff Members Report

Linda McInnes reported that she was having difficulty in getting parents to come in and talk about their jobs vis-à-vis the use of maths as an everyday skill. It was suggested that Lynn Black might be approached.

#### 9. Parents Matters

None.

#### 10. Pupils Matters

None.

#### 11. Activities Week

Jenny Duff would contact the Chair for input to the week. It was clarified that Activities Week would continue but in a new format.

## 12. Correspondence

Correspondence was circulated on:

- Parents Voice from SPTC
- A request from Ross High PC in connection with possible meetings of secondary school parent councils
- Log in details for the parent council e-mail system.

## 13. Date of Next Meeting

Wednesday 5 May 2010

Signed:

\_\_\_\_\_

(Chairperson)

Date: 5 May 2010

Signed:

\_\_\_\_\_

(Clerk) Date: 5 May 2010

### Action Points

What	Who	When
Progress on scoping document	FM	For May meeting
Update on meeting on CCF	FM	For May meeting
Discussion with Liz Brookes on sign-off of DoE activities through MAAP co-ordinator	JC	For May meeting
Parents views on Community Police lunchtime "clinics"	TH	For May meeting
Activities Week input	TH	For May meeting