

PRESTON LODGE HIGH SCHOOL  
MINUTES OF PARENT COUNCIL MEETING  
HELD ON  
THURSDAY, 6 DECEMBER 2007  
AT  
PRESTON LODGE HIGH SCHOOL

Present: Mrs M Gilroy, Parent Representative and Chair  
Mrs M Stuart, Parent Representative  
Mr J Tait, Parent Representative  
Mrs L Mitchell, Parent Representative  
Mrs L Morgan, Parent Representative  
Mrs L Marshall, Parent Representative  
Mrs C Turner, Parent Representative  
Ms M Angus, Co-Opted Teacher Representative  
Ms K Carson, Co-opted Teacher Representative  
Mrs S Thomson, Co-Opted Community Council Representative  
Mr W Galbraith, Head Teacher  
Cllr P McKenzie  
Cllr M Libberton  
Mrs J Dunlop, Clerk

Kenny McKay, Deputy Head – Item 6 Onwards

1. APOLOGIES AND WELCOME

Apologies were intimated on behalf of Mr Berg, Mrs Black, Mrs Robertson, Mrs Coogan, Ms Burns, and Cllrs Currie and Innes. Mrs Thomson was welcomed to the meeting as a co-opted representative from Port Seton Community Council.

2. MINUTES OF PREVIOUS MEETING

It was agreed that the minutes of the meeting of 4 November 2007 were a true record.

3. MATTERS ARISING BUT NOT ON THE AGENDA

- a) Co-opted Vacancies- Mr Galbraith noted that he had approached the three Community Councils regarding representation on the Parent Council.
- b) Health Promoting Schools – Miss Angus noted that there had only been a small response to the questionnaire which was discussed at the last Parent Council meeting. Mr Galbraith noted that the Christmas Newsletter will publicise the Preston Lodge website.

4. WORKING GROUPS

- a) Finance – a meeting has been arranged for January.
- b) Fund Raising – There were seven representatives at this meeting and there were a lot of good ideas. The target is £5,000 and the focus will be on the school trips budget. Discussion had focussed on a First Year Party, however the 6th year had already organised this. It was agreed that the group should meet with Miss Christie to find out what the 5/6th years are doing in order that the sub group can work with them, not against them.

There was discussion on what level of disclosure cover would be needed if parent volunteers were coming into the school to help organise functions. Mr Galbraith agreed to find out from the Council and report back. (*Action Mr Galbraith*)

Club 2000 – it was agreed that this is a good way to raise money for the school but that it needed relaunched. The subgroup will speak to the school on how this could be achieved.

- c) Communication – Three members of the Communication Group met. They agreed that there needs to be wider publicity of the website and that the address could be displayed in doctors surgeries, community centres etc. Former pupils could be asked to be involved with the school as role models and suggested also a Hall of Fame for past and present pupils of the school.
- d) Uniform – it is hoped that this group will meet in the New Year.
- e) Parents Evenings – Kirstin Carson agreed to join this sub-group. It was agreed that the questionnaires from the recent S1 parents night would be passed to the group. Staff are also looking at parents evenings and it was agreed that the two groups should merge. There was a discussion on having specialist parents evenings and Mr Galbraith noted that this would have to be done on a voluntary basis by staff along the lines of the P6/7 Open Evenings.

## 5. CLUSTER MEETINGS

It was agreed that Mrs Gilroy and Mrs Marshall would represent the Parent Council at the Cluster meeting on 29 January. The undernoted items were suggested for the Agenda:

- \* More Effective Cluster Working
- \* Promotion of Preston Lodge - Pupils linking into Primary Schools
- \* Activities Week

Jacqui Dunlop agreed to notify Val McIntyre of the above. (*Action Jacqui Dunlop*)

## 6. ACTIVITIES WEEK

Mr Galbraith explained that a review is being undertaken of Activities Week to ensure that what is being done is good educational practice. The Parents were given a questionnaire (copy on file) to fill out on their views of Activities Week. Mr Galbraith will also questionnaire staff and pupils to see what their views are.

## 7. TIMING OF TIMETABLE CHANGE

Mr Galbraith explained that as part of the review of Activities week, the whole school calendar for June was being looked at. The school currently change to the new timetable from the beginning of June. There was a discussion on the advantages and disadvantages of such as change. Mr Galbraith issued a questionnaire to parents (copy on file). Mr Galbraith will also questionnaire staff and pupils to see what their views are.

## 8. AOCB

- a) Lockers – there have been problems with the lockers being vandalised and as such some pupils will now not use them. Mr Galbraith noted that the uptake was disappointing and that the lockers were not as robust as they school would like them to be. The school will take some out of commission and put them into storage. Other lockers will be resited. Mr Galbraith there was a lack of social areas in the school and that the school may reach capacity in the next year or so which will exacerbate the problem.
- b) Homework During Holidays – Mr Tait raised concerns over homework being given out over the holidays, especially in S1/S2. Mr Galbraith agreed to raise with the teachers at their next briefing. (*Action Mr Galbraith*)

- c) Budget – Mr Galbraith would like this as a main item on the agenda for the next meeting but wished to notify the Council that there may be implications for the school budget next year. The Scottish Governing is recommending that Council make 2% efficiency savings. Mr Galbraith is attending a Financial Advisory Group meeting on Friday, 7 December and it is expected that the 2% savings will be discussed. He agreed to report back to the next meeting with more information. (*Action Mr Galbraith*)

Date of Next Meeting : 17 January 2007