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| **Castlehead High School Parent Council**  **Minutes of AGM 07/06/2023** | |
| **Present** | **Kirsteen Forrest (KF)/Graeme Lawrie (GL) Joint Chair**  Gordon Menzies (GM) Headteacher  Iain Stephenson (IS) (Treasurer)  Alison McKeary (AMCK) Secretary  Sharon Lawrie  Lesley Turnbull  Sameena Javed  Hannah Cunningham  Karen McArdle  Caroline Johnson  Michele Stark |
| **Apologies** |  |
| **Minutes of Previous Meeting** | Previous minutes agreed |
| **Head Teacher Report for the year** | **Teaching and Learning**  Staff development – Classroom based research programme – empowering staff to develop practice and share strengths in the classroom – Microsoft Teams to share practice among staff  Middle Leaders Development – supporting school improvement  Learning and teaching strategy  Visible Learning – data informed feedback and Learning intentions and success criteria focus  Staff development – in house CLPL, sharing of good practice  Staff aspiring leaders programme in-house  **Pupil Support**  Promoting positive relationship policy – Nurturing relationships policy  House system change  Anti-bullying – Respect Me Policy  Staged intervention Process  Pupil Absence  The Promise – Care Experience Pupils  Adverse Childhood Experiences and Trauma informed Practice staff Training  **Attainment & Achievement**  Mobilising Data and identifying interventions – Staff Accountability  Key Targets for 5 @ L5, 3 @ L6, 1 @ L7  Early identification – Management and Leadership programme  Reporting, tracking and monitoring  Supported Study, Masterclass, BGE Homework Club and Easter School  Communication ad home learning policy  Parents eventing feedback – Working Time agreement  **Curriculum**  Options Programme – timetable, AH courses  Curriculum consultation for S3-4  Pupil Leadership – Senate and new pupil Parliament  Wider achievement  **Staffing**  DHT posts filled – Claire Wilson & Suzanne Wallace  French/Spanish – Rebecca Feeney  PE – John Faulds  Business/Admin – TBC  Acting PT Music/HE – Rebecca Smith, Acing PT Design - Emma Lang, Acting PT Pupil Support – Shealagh Begg  TBC – Home Economics, Inclusive Support , Maths and Technical  Transition Teacher – Rachael Fulton  NQT’s in Biology, English, Music RMPS, PE  NQT’s requested in Art, Maths and Chemistry  **Successes**  S6 Graduation  Creativity Week – Local and National Press  Concert Band Success  AD&D pupil success  Rights Respecting Schools – Bronze Award  LGBT Scotland – Gold Award  Whole School Awards Ceremony  Activities and Ethos Day  New School Website  **School Improvement Priorities Session 2023/24**  Consultations have taken place with pupils, parents, staff and partners through focus groups, surveys, meetings and drop ins. Feedback and self-evaluation have formed the improvement priorities for next session.   * Continue to improve health and wellbeing outcomes for the young people * Maximise outcomes for learners * Develop high quality learning and teaching that leads to improved levels of attainment and achievement   **PEF Pupil Equity Funding - £135,000**  To improve literacy, numeracy and health & wellbeing for most disadvantaged pupils**.**  Inclusive Support teacher to support numeracy & literacy in S1-3  Key Worker – Nurture  Key Worker – Attendance and Attainment  Key Worker – Care experienced pupils. |
| **Treasurers Report** | Opening Balance £1822  Income £879 (lottery and Interest)  Expenditure includes Lottery licence/uniform items and S6 ties  Closing Balance £2078  Final Balance approx. £1500 (further uniform deductions pending) |
| **Chairperson Report** | **Review of The Year**  PC Meetings held in September 2022 ,November 2022, January 2023, March 2023 and June 2023  Members attended and contributed to Renfrewshire Council Chairs Meetings  Members attended and contributed to Connect sessions including AGM  Feedback provided in surveys issued by Connect and the National Parent Forum of Scotland  Acted as liaison for parents questions raised throughout the year  Supported school with Promoting Positive Behaviours Policy development  Supported school Uniform Bank with the purchase of various items such as shirts, trousers, skirts, tights, sweatshirts and purchased the Senior Ties.  Iain Stephenson appointed as chair.  Contributed to school communication strategy, feedback on design of the new school website  Supported with school grant funding  Provided interval refreshments in conjunction with HE department at the Christmas concert  Supported in recent recruitment process for 2 Depute Head Teachers  GL thanked all member’s for their contributions, support, time and opinions to support the Parent Council and CHS Parent Forum. |
| **Appointment of New Committee Members** | KF resigned as joint chair. GL will continue in role of Chairperson.  Vice Chairperson role to be filled. GL offered out to other PC members. To be discussed at first meeting of the new term. |
| **AOCB** | Recycling of Uniforms with impending S6 Leavers  Communication to be issued shortly with plans for Ethos Day being wear your own clothes and opportunity to donate Uniform items that are no longer required  Review of the Constitution – GL advised opportunity to review and anyone can request a copy should they wish to review  P7 Transition Evening – opportunity to promote Parent Council and School Lottery  School Lottery – EW will no longer be contact for school lottery and awaiting feedback on how to change over. AMCK to contact EW for update. Proposal for contact to be PC email and lottery can be manned by committee members |
| **Date of next Meeting** | Next Meeting 7th September 2023 |