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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 TurnbullSameena Javed Hannah CunninghamKaren McArdleCaroline 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 staffMiddle Leaders Development – supporting school improvementLearning and teaching strategyVisible Learning – data informed feedback and Learning intentions and success criteria focusStaff development – in house CLPL, sharing of good practiceStaff aspiring leaders programme in-house**Pupil Support**Promoting positive relationship policy – Nurturing relationships policyHouse system changeAnti-bullying – Respect Me PolicyStaged intervention ProcessPupil AbsenceThe Promise – Care Experience PupilsAdverse Childhood Experiences and Trauma informed Practice staff Training**Attainment & Achievement**Mobilising Data and identifying interventions – Staff AccountabilityKey Targets for 5 @ L5, 3 @ L6, 1 @ L7Early identification – Management and Leadership programmeReporting, tracking and monitoringSupported Study, Masterclass, BGE Homework Club and Easter SchoolCommunication ad home learning policyParents eventing feedback – Working Time agreement**Curriculum** Options Programme – timetable, AH coursesCurriculum consultation for S3-4 Pupil Leadership – Senate and new pupil ParliamentWider achievement**Staffing**DHT posts filled – Claire Wilson & Suzanne WallaceFrench/Spanish – Rebecca FeeneyPE – John FauldsBusiness/Admin – TBCActing PT Music/HE – Rebecca Smith, Acing PT Design - Emma Lang, Acting PT Pupil Support – Shealagh BeggTBC – Home Economics, Inclusive Support , Maths and TechnicalTransition Teacher – Rachael FultonNQT’s in Biology, English, Music RMPS, PENQT’s requested in Art, Maths and Chemistry**Successes**S6 GraduationCreativity Week – Local and National PressConcert Band SuccessAD&D pupil successRights Respecting Schools – Bronze AwardLGBT Scotland – Gold AwardWhole School Awards CeremonyActivities and Ethos DayNew 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 S1-3Key Worker – NurtureKey Worker – Attendance and AttainmentKey Worker – Care experienced pupils. |
| **Treasurers Report** | Opening Balance £1822Income £879 (lottery and Interest)Expenditure includes Lottery licence/uniform items and S6 ties Closing Balance £2078Final 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 2023Members attended and contributed to Renfrewshire Council Chairs MeetingsMembers attended and contributed to Connect sessions including AGMFeedback provided in surveys issued by Connect and the National Parent Forum of Scotland Acted as liaison for parents questions raised throughout the yearSupported school with Promoting Positive Behaviours Policy developmentSupported 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 websiteSupported with school grant fundingProvided interval refreshments in conjunction with HE department at the Christmas concertSupported in recent recruitment process for 2 Depute Head TeachersGL 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 LeaversCommunication to be issued shortly with plans for Ethos Day being wear your own clothes and opportunity to donate Uniform items that are no longer requiredReview of the Constitution – GL advised opportunity to review and anyone can request a copy should they wish to reviewP7 Transition Evening – opportunity to promote Parent Council and School LotterySchool 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 |