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| **Castlehead High School Parent Council**  **Minutes of Meeting 20/9/2023** | |
| **Present** | **Graeme Lawrie (GL) Chairperson**  Gordon Menzies **(GM) Headteacher**  Suzanne Wallace **DHT**  Iain Stephenson **(IS)** **Treasurer**  Alison McKeary **(AMCK)Secretary**  Michele Stark  Sharon Lawrie  Margaret McLeod **(MMcL)**  Karen McArdle **(KM) Vice chairperson**  Caroline Johnstone  Lesley Turnbull (**LT)** |
| **Apologies** | Sameena Javed |
| **Minutes of Previous Meeting** | Previous minutes agreed with amendment to error of next meeting date |
| **Head Teacher Report** | * Challenging start to the year with a 25% turnover in staff. * 2 staff members leaving end of October. Mr Paton RME retiring and Maths vacancy currently advertised. * Weekly meetings underway with Middle Leadership team looking at implementation of school improvement plan. * School Improvement Plan will shortly be published on the school website. * Calendar of events for the year have been issued * Prelims being moved to January from December– this allows for more time to better support students and cover more of the coursework prior to prelim exams. * Pupil Parliament launched this session. * PEF (Pupil Equity Funding) – Focus will be on additional staffing, Pupil support Teacher/Key Support workers and Improvement Priorities. * Plan for future parent’s evenings to take place in classrooms. * School attainment : * Increased focus on monitoring across all BGE (Broad General Education)     - S5/6 continual review of curriculum and what courses are being offered to  Students  - Leavers monitored post school, working in conjunction with Skills  Development Scotland /Invest in Renfrewshire to ensure supported for  positive destinations. |
| **Other Matters Arising** | * LT shared details around an event she previously attended at another local authority High School for school leavers, which she found informative and beneficial. In attendance were representatives from Universities, College, SAAS/Bursary to field questions from parents/carers/pupils. GM will look into possibilities of hosting similar event. * The Parent Council receive monthly newsletters from Connect – Attendee’s agreed it would be beneficial for these to be shared around the group therefore, will be forward on as and when received. August and September to be sent by AMCK. * Appointment of Vice Chairperson – Karen McArdle had previously put herself forward for the role. GL supported and the Parent Council group agreed the appointment of Karen. * School Lottery – moving to over 18 only. Lottery administrators would contact anyone this affects. * Focus on Lottery Promotion – Can generate a good revenue for the school which requires minimal administration. Share via Facebook, Instagram, HT Weekly Update – AMCK to send GM link direct to lottery sign up page to be shared via various avenues. * Other suggestions – Help at parent’s nights to get people signed up. Share more information/raise awareness with parents/carers re what funds are being used for to highlight benefits. * Current Parent Council Fund - GM to provide GL with breakdown of items required which PC funds can support with. |
| **Treasurers Report** | Current balance PC Funds - £1953.99 |
| **Questions Received** | Security of items during PE lessons – Concerns raised around the security of personal belongings following pupil having items taken from changing rooms. GM confirmed changing rooms should be locked during lessons and will raise with PT to ensure being adhered to. |
| **AOCB** | * GL will provide a communication to be issued by the school prior to next meeting to raise awareness and promote Parent Council Meetings. * Attendees agreed a good idea to share mobile phone number with the issue of the minutes to allow for easier contact. * MMcL shared details around funding she had secured for the school totalling around £5000. Obtained between Flight Path Fund and Food for Thought, a Scotland Education Grant.   -Flight Path Funding will focus on outdoor space, planters, sensory garden, linked to Paisley Heritage/Art Murals  -Food for Thought is linked to STEM and will cover various aspects – Outdoor space – Plant/grow your own stuff but also see Academics coming into classes. Sharing knowledge around creating blogs for websites focusing on digital aspect. Airfryers being donated to the school. Food Festival’s featuring guest speakers will also take place engaging the whole community. |
| **Date of next Meeting** | Next Meeting 22/11/2023 |