

NOTE OF MEETING

MEETING OF: Portobello High School Parent Council

HELD AT: Portobello High School – Library

DATE: 3 October 2011

TIME: 7:00 pm

PRESENT: Paul Smart (Chair), Peigi Macarthur (HT), Christine Swinney, Councillor Maureen Child, Sue Davidson (Clerk), Emma Wood, David Seaton, Liz Meikle, Sheila Elliot, Sarah Morton, Linda Gill, Tom Ballantine, Carole Tracey, Kathleen Bolt;

	ACTION
<p>1. Welcome, Introduction and Apologies PS welcomed those present. Apologies from Kenny MacAskill, Andrew Fraser, Stefan Tymkewycz, Stephen Hawkins, Linsey Denham, Fiona Finlayson</p>	
<p>2. Note of Last Meeting and Matters Arising The minutes of meeting held on 30 May 2011 were approved as correct.</p> <p><i>Matters arising from Item 7 (Management/department restructuring):</i></p> <ul style="list-style-type: none"> ▪ Protocols have been written and recruitment phase will be complete at Christmas, although decisions on 'support for pupils' structure/resourcing are being delayed until January. ▪ The business manager post will remain. Only one post will arise from the previous two posts of senior clerical officer and burser. ▪ PM to supply organogram of new department/faculty structure <p><i>Matters arising from Item 5 (Potential 1:1 computer project)</i></p> <ul style="list-style-type: none"> ▪ PHS are set to proceed, however CEC wish to debate it at a resource meeting in the near future. PM to report on conclusion. The school has an option to purchase 30 iPads for £10,000 which would widen computer access if the project does not proceed. 	<p>PM</p> <p>PM</p>
<p>3. Functions & Sub-Groups of Parent Council Current fundraisers are happy to take forward following initiatives for 2011/12:-</p> <ul style="list-style-type: none"> ▪ Plans being developed for a 'Swishing' event in November (EW, SD and 6th form group); Christmas raffle to be drawn at Christmas music concert (EW); 1st March Fashion Show (LM, SE and CM); 3rd March Cabaret (EW, SD) though this date may be rearranged according to hall availability. ▪ A group of 6th year pupils are to take responsibility for the PHS fundraising Facebook page. 	
<p>4. Follow-Up from Parent Forum of 7 September 2011</p> <ul style="list-style-type: none"> • Following the discussion session at the PF meeting of 7.9.11, there is an acknowledged ongoing challenge in two-way feedback between home 	

and school. PM is to pull together the views from the September PF meeting for discussion at a future PC meeting.

- As the issue is so wide, it was suggested that the PC moves forward with a small part of this, namely a homework initiative, as a start.
- Parent information evenings are proving popular and a 'Learning to learn and literacy' parent information evening is being planned for November. Also a 'study skills for S4s'.

PM

5. **New School Update**

PM reported that Balfour Beatty has been selected as the construction contractor. A full CoE council meeting on 22 September voted to commit £200,000 in preparatory works in light of Portobello Park Action Group's legal challenge over the use of common good land. CEC has requested an earlier hearing date. If the project is slowed down by the legal challenge, the cost of construction could rise.

6. **Senior Phase of Curriculum for Excellence**

Deferred until next PC meeting due to time constraints.

7. **Improving the Attainment of Boys**

PM reported that there is a current trend of boys underperforming in exams at S4 level. Group discussions took place for feedback to the Learning & Teaching Committee.

8. **Parent Council Finances**

- Lottery balance at 31 August 2011 was £1,301.24. A donation of £1,000 was made to the school, leaving current balance of £301.24. There are 140 shares. 1st prize is £35, 2nd prize is £20 and 3rd prize is £15.
- Full finance report deferred to next meeting.
- Feedback is being gathered from departments who purchased 'wishlist' items from PC fundraising. PM to report back.

CS
PM

9. **Community Engagement - Update**

From mid-August to 20 September, there were 4,000 visits to the website and 2,500 unique visitors. SM has been editing the PC portal on the school website, where there is now a FAQ slot – please feel free to feedback comments to Sarah on this.

10. **Items for Future Meetings**

EW will present feedback from her recent alcohol awareness seminars with PHS pupils.

11. **Any Other Business**

None reported.

12. **Dates of Meetings for 2011-2012**

Dates of PC meetings for forthcoming academic year are as follows:-
14 November 2011
16 January 2012
12 March 2012
14 May 2012