

# NOTE OF MEETING

**MEETING OF:** Portobello High School Parent Council

**HELD AT:** Portobello High School – Library

**DATE:** 18 November 2013

**TIME:** 7:00 pm

**PRESENT:** Tom Ballantine (Chair), Peigi Macarthur (HT), Allyson Dobson, Verity Sinclair, Ann O’Hagan, Cllr Maureen Child, Christine Swinney, Emma Wood, Sue Davidson, Alison Holligan, Jacquie Robertson, Sheila Elliot, Liz Meikle, Hazel Bett, Diane Drummond, Elizabeth Bremner, Michael McTernan, Donald McGregor, Brock Lueck, Sean Watters, Louise Kelly, Linsey Denham, Sarah Morton, Elspeth Simpson, Michaela Urquhart  
**Apologies:** Alex Lunn, Carole Tracey, Juliet MacArthur, Tricia Dunn, Gillian Dunn

	<b>ACTION</b>
<p><b>1. Minutes of last meeting</b>            Minutes of meeting on held 30 September 2013 were approved as correct, subject to insertion of the “Salou trip” in Item 10 which will now read “It was agreed that staff should decide a fair system to allocate Raasay and Salou trip places when demand outstrips availability”(See item 2).</p>	<b>SD</b>
<p><b>2. Update on developments since last meeting</b></p> <ul style="list-style-type: none"> <li>• AD reported that iPads had been issued to all S3 pupils in October; the project is perceived to be working well by staff and pupils. There are no plans to roll out to other year groups due to lack of finance and this may be an area for PC to lobby CEC. MC agreed to investigate current thoughts at council level and report back. It was requested that useful ‘app’ recommendations be listed on the school website for interested pupils and parents.</li> <li>• Staff have been attending subject area meetings for CEC schools and are pleased at the progression of PHS. Follow up meetings are planned for sharing standards.</li> <li>• Raasay trip for 2014 has been advertised in school for 3 weeks and the last place has just been filled, negating the need for an allocation system. Thanks were passed to AO’H for the sterling work that she and her colleagues put in to make the trips so successful. It was agreed that in future, staff should decide a fair system to allocate places on prospective trips in the case of over-subscription.</li> <li>• BBC Bitesize team held focus groups with PHS pupils which received good feedback.</li> <li>• World War 1 remembrance event and Curriculum for Excellence information meeting for parents/carers of S3/S4 pupils were well received.</li> <li>• Alison Fotheringham, Depute Head Teacher, is being seconded to Education Scotland for 23 months; PHS currently recruiting a temporary replacement.</li> <li>• The S1 parents evening will take place on Thurs 21 November, following</li> </ul>	<p><b>MC</b></p> <p><b>AD</b></p>

feedback from the PC that early contact with the school was preferable.

**3. Progress on new school building**

- The Private Bill Committee have taken evidence and will be publishing their report shortly. The process is on schedule and voting on the preliminary stage is likely to take place before Christmas.
- The application for renewal of planning permission will be heard at the televised council meeting on 4 December at 10.00 am.
- CEC continue to fund upgrade and refurbishment work in current school.

**4. CEC budget proposals**

Discussion took place regarding the proposed cost savings of £6m in CEC Children & Families Department for the 2014/15 period. This document is available at <http://www.edinburgh.gov.uk/budget>. It was agreed that the PC would submit a response and TB, CS and BL will draw up a draft.

Parents/carers are also urged to respond individually to the proposals by the deadline of 20 December 2013 via <http://www.surveymonkey.com/s/EdinburghBudget>.

TB, CS,  
BL

**5. CEC report on education in Edinburgh**

PM circulated a feedback document compiled by the Education, Children & Families Policy Development & Review Sub-Committee outlining perceived strengths of education in Edinburgh and areas for development. Due to time constraints, it was agreed that this will be discussed at next meeting.

**6. Fundraising 2013/2014 update**

- LD is organising a ladies-only 'Pink Night' on 29 November 7–10 pm in the school hall. Proceeds for pupil mental health and Breast Cancer UK.
- Staff/pupil-organised race night has been postponed to 28 February. PM to check that this doesn't clash with Fashion Show and Cabaret Night events.

PM

**7. School Lottery Report**

Currently 97 shares issued. EW to forward an advertisement previously used which will be emailed to parents/carers to try to promote membership.

EW

**8. Finances**

Current balance of £2281.41. Insurance membership has been paid by CEC. It was agreed to take additional insurance for extended public liability up to £10m cover for PC events at £7.00 per event. Damage to the piano is covered by main membership insurance up to a value of £1000.

CS

**10. Housekeeping**

- CS outlined a 2-day Royal Bank of Scotland initiative which had taken place for 6<sup>th</sup> year pupils. TB expressed thanks on behalf of the PC.
- Discussion on maximising input from parent/carers body and homework to be discussed at future meeting.

**11. Date of Next Meeting**

13 January 2014 at 7pm.

**12. AOB**

No further discussion.