

Portobello High School Parent Council Annual General Meeting – 29 May 2024

Attendees

Teachers: Mr Greg McDowall, Head Teacher, Andrew McCulloch, Head of Modern Languages

Local Councillors: Tim Jones

Parent Council (PC): In person - Sharon Fairweather (Chair), Nancy Riach (Deputy Chair), Andy MacFadyen (Treasurer), Alison Adams, Martin Corley, Lorraine Inglis, Lindsay Drybrough, Claire Braidwood, David Atkinson, Anne Steinberg, Spoke Wintersparv, On-line - Claire Haggett, Joanne Macaulay, (total 13)

Parent Forum: In person – Esther Wilson, Jessie Davy, Bridget Campbell, Nikki Isles, Mary Campbell, Stephen Eisenhardt, Lesley Lawrie, Sally Mackay, On-line – Aileen, Alison Payne, Amanda Edwards, Amie Fraser, Andrew Ruck, Claire Duncanson, Claire Jordan, Colin Ross, Cordelia Beattie, Dylan Guilfoyle, Elvira Marina, Euan Byrne, Evelyn Mitchell, hello (name unknown), Houda Marouf, Jacqueline Gordon, Jenny Capon, Jo MacDonald, Jo Worrall, Joanna Wishart, Jolanta Lisicka, Kate Orton-Johnson, Lara Celini, Liz Creelie, Lynsey, Michelle Welsh, Miriam Leighton, Neha, Ola Bakowicz, Onyedikachi John, Paul Ewing, Polly Laird, Shirley, Stephan Eisenhardt, Susan, Trudy (total 45)

Apologies: Kate Forbes – Councillor, Iain Whyte – Councillor, Kirsten Donaldson-Wheal – PC Member,

Minutes

1) Welcome, Introductions and Apologies

Sharon welcomed all to the meeting, introduced the current committee and gave apologies as noted above. A particular welcome was given to Mr Greg McDowall, the new Head Teacher.

2) Previous Annual General Meeting (AGM) Minutes

The minutes from the last AGM held on 6 June 2023 were approved without amendment: proposed by Claire Braidwood, seconded by Lindsay Drybrough.

3) Parent Council (PC) Annual Report

The annual report was circulated to the parent / carer forum in advance of the meeting. It contains the Chair's annual report, the Treasurer's finance report, and details on the independent review of accounts.

The report sets out the range of activities undertaken by the PC during the year, including being the voice of parents / carers; supporting the appointment processes for senior staff;

working with the school to improve communications; and providing refreshments and undertaking fundraising at a range of school events. Sharon noted that the PC is keen to engage more widely across the parent / carer forum next academic year and are keen to encourage as many people as possible to get involved with parent council and school activities.

The PC fundraising group are welcoming all new members and are looking for volunteers to help at the school show on 12th, 13th and 14th June and donations for raffle prizes. Please get in touch (see contact details below) if you would like to help at these events or more broadly as part of the fundraising/events team – as much or little input as you would like. They are also looking to set up a WhatsApp Group for regular volunteers for events for 24/25.

The PC is regularly involved in the recruitment of senior staff and is keen to ensure there is a pool of trained parent / carer volunteers available to support these processes. There is a short 1hr on-line training course run regularly by City of Edinburgh Council that anyone who wants to volunteer for this must complete. Please get in touch if this is of interest.

4) Accounts & Finances

This year's finances – see annual report referenced above. Andy (Treasurer) set out the key figures and confirmed that an independent review had been undertaken on the accounts by Val Rogerson, with no issues raised. He also confirmed that post the accounts period, a donation had been made to the school to purchase a class set of littleBits STEAM student packs to support hands-on teaching.

The AGM was asked to approve Val Rogerson to independently review next year's account, and this was agreed.

5) PC members for 2024-25

Sharon Fairweather confirmed that she would be stepping down from the role of Chair and the Parent Council following the AGM. The Parent Council are very keen to welcome new members, and attendees were asked to indicate at the end / post the meeting if they were interested in being a member of the Parent Council in 2024-25. Roles will be determined at the next working meeting of the Parent Council. The following volunteers were noted:

Andrew McFadyen (Treasurer)

Anne Steinberg

Kirsten Donaldson Wheal

Lorraine Inglis

Nancy Riach

Alison Adams

Joanne Macaulay

Martin Corley

Spoke Wintersparv

Lindsay Drybrough

Claire Haggett
Claire Braidwood
David Atkinson
Gemma Ruck
Colin Ross
Mary Campbell
Lesley Lawrie

(There will be an informal online meeting for the new Parent Council on 17th June. Details will be sent out to all those who have expressed an interest and anyone else who gets in touch before this date. However, if you are interested but are unable to commit just now, new members are very welcome to join the Parent Council at any point in the year.)

Contact details

The Parent Council can be contacted via the FaceBook page (Portobello High School – Parent Council), email at portyhighparents@gmail.com, or via the school admin office admin@portobello.edin.sch.uk.