Draft Version 2 – Not yet approved.

MINUTES

HYNDLAND SECONDARY SCHOOL

PARENT COUNCIL MEETING 3 Sept 2019

**Present**

|  |  |
| --- | --- |
| ***Parents***  | ***Staff*** |
| Alison Guthrie (Chair) (Treasurer) | Louise Edgerton (Head Teacher) |
| Alastair Dalton-Hopwood  | Gavin Tullocy  |
| Colin Hamilton (Secretary) |  |
| Amy Bryson | ***Apologies*** |
| Stephen McCabe | Non |
| Thomas Wilson  |  |
| Stephanie Dundas | **Speakers** |
| Jean Sutherland (Minutes) | Non |
| Naheed Crosbie |  |
| Stephen Gallagher |  |
| Jill Johnston  |  |
| Mary Dunne |  |
| Gavin Tullocy |  |
| John Lewis |  |

# Tea and Coffee

Tea and coffee was kindly provided by the school.

# Welcome and Introductions

Alison G welcomed all to the meeting.

# Head Teacher (HT) Report

Ms Edgerton delivered the HT report (see Appendix 1).

Action 1 – Jean S to draft a letter to send to the Council regarding parking. The new parking arrangements in Hyndland may impact on staff attending after school events and daytime meetings offsite.

# School Improvement Plan

Ms Edgerton and Mr Tullocy gave presentations on the School Improvement Plan. The meeting discussed how the PC could become involved in the plan.

In support of the School Improvement Plan, Ms Edgerton asked for volunteers to attend class room observations alongside members of the Senior Leadership Team. The following people volunteered Stephanie Dundas, Mary Dunne, Alastair Dal lton-Hopwood, Tom Wilson, Amy Bryson, Alison Guthrie, John Lewis.

Action 2 – Colin H to supply list of volunteers to Ms Edgerton and liaise over dates etc

In support of the School Improvement Plan, Ms Edgerton asked whether the PC would support and attend Parent Drop-In sessions to be held once a month. The purpose of the sessions is to make involvement in the school easier for parents. The PC agreed to support the sessions.

Action 3 - Ms Edgerton will provide dates for the Drop-In sessions and Colin will liaise with members of the Parent Council and Parent Forum to ensure we have volunteers to attend the sessions up until Xmas.

Action 4 – Alison G will draw up a document for the PC Website which will describe the experience of a parents night.

# Approval of minutes of previous meeting

PC Minutes from 5th June 2019 were approved.

# Matters Arising and Previous Actions

Actions from last meeting

|  |  |
| --- | --- |
| 1 | Jean S will update website article on Free School Meals when the Council makes the 19/20 application form available. DONE |
| 2 | Ms Brown agreed to upload her presentation and the video to the LGBT section of the school website. DONE |

# Any Other Business

1. Naheed C – Expressed thanks from the PC to all staff for their hard work and congratulated the school on this year’s exam results. Unanimously supported by everyone at the meeting.
2. Naheed C – How could we start a discussion over re-introducing a school uniform? Response from the meeting was that pupils can raise this issue through the Pupil Council. However the consensus of the meeting was that previous discussions had taken up a lot of staff and school time and time may be better spent on other issues. All pupils can wear the school uniform if they wish.
3. Jean S – Asked that the next meeting of the PC consider changing the constitution to reduce the minimum number of meetings a year to 3 (currently we must hold 6 a year). Constitution is available on PC website [(here)](http://www.hyndland-sec.glasgow.sch.uk/PlainText/PlainText.aspx?SectionId=7ea93dc2-548b-436b-965e-97a562a1f29c). This request provides the required two weeks that must be given for discussion of changes to the constitution. It was agreed to add this to the agenda for our next meeting.
4. Alison G – Provided a brief Treasurers Report.
5. Alison G – In order to comply with our PC Insurance we have been advised that we should have a treasurer’s report at each meeting. It was agreed to add this to the agenda for our next meeting.
6. **Next Meeting** – Wednesday 6th November 2019 – 6.30pm – Staff Room. Chaired by Thomas Wilson.
7. Meeting Schedule for remainder of 2019/2020 school year –
* Thursday 16th January 2020 – 6.30pm
* Tuesday 3rd March 2020 – 6.30pm
* Wednesday 29th April 2020 – 6.30pm
* Thursday 4th June 2020 – 6.30pm

# Summary of Actions

|  |  |
| --- | --- |
| 1 | Jean S to draft a letter to send to the Council regarding parking. The new parking arrangements in Hyndland may impact on staff attending after school events and daytime meetings offsite.  |
| 2 | Colin H to supply list of volunteers for shadowing staff during observations to Mrs Edgerton and liaise over dates etc  |
| 3 | Ms Edgerton will provide dates for the Drop-In sessions and Colin will liaise with members of the Parent Council and Parent Forum to ensure we have volunteers to attend the sessions up until Xmas.  |
| 4 | Alison G will draw up a document for the PC Website which will describe the experience of a parent’s night.  |

**REMINDER - Date of next meeting is Wednesday 6th November 2019 at 6.30pm.**

**APPENDIX 1 – Head Teachers Report**

**A1.1 – Parent Council Headlines (embedded document)**

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**A1.2 – School Improvement Plan (embedded document)**

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**A1.3 – Headteachers Report Summary**

**S1:**

Settling in well, well attended Welcome evening

In the region of 150 will attend Barcaple, S1 residential experience

Non attenders will share similar experience

Full roll of 180

**S2:**

Science bronze crest ward for members of Science club

Extra curricular engagement – booklets issued with encouragement of sign up

**S3:**

Started new course with personalisation settled into courses

Bikes for good maintenance programme up and running for selected young people with interest

**S4:**

Use of core time to develop study skill awaremess

Biolgy Field trips running

**Senior School:**

Massive return in senior school

S5 = 173

S6 = 138

Foundation apprenticeships success

Youth Philanthropy Initiative for S5 started

Captains appointed

Attendance at Higher Education convention

Attendance at Youth Ambassador conference

S6 running an Ambassador programme and undertaking Higher leadership skills with a possibility of certification

**Wider school:**

Hyndland Foxes including girls team

Learning and Teaching – Making thinking visible routines introduced and plan for thie year’s learning and teaching strategy

Music Live at lunch to include invitation to parents and carers this session

School environment – Science areas enhanced to create additional lab space.

Extra curricular engagement

**END END**