

# Minute of Dalbeattie High School Parent Council Meeting

## on Tuesday 18<sup>th</sup> January 2011 at 7pm

**Present:** Alistair Gaston (Vice Chairperson), Carolyn Kennedy (Minute Secretary), Susan Bain (Head Teacher), Ian Clark (Treasurer), Suzy Clark (Pupil Representative), Marion Gourlay, Maureen McCulloch, Stephen Howie, Davie Stitt (Councillor), Rob Davidson (Councillor)

1. **Welcome and Introductions:** Alistair opened the meeting and welcomed everyone.
2. **Apologies:** Rebecca Kellett (Chairperson), Robert Kennedy, Ian Blake (Councillor), Susan McLellan, Ella McLellan, Stuart McCulloch

3. **Minute of meeting on 23<sup>rd</sup> November 2010:**

The Minute was approved and signed off by the Vice Chairperson. Proposed: Maureen McCulloch. Seconded: Marion Gourlay

4. **Matters Arising:**

*Item no. 6 – Meeting on Wednesday 8<sup>th</sup> December regarding the new school build project.* This meeting was cancelled and is to be re-scheduled for a later date. An update will be given at a future meeting.

*Item no. 8 – Fundraising Group.* Mrs Bain asked whether a decision had been taken on the provision of tea/coffee at school parent/carers evenings. The Fundraising Group haven't met yet to discuss and decide.  
Action: Meeting to be arranged – Maureen and Marion

5. **Correspondence:** None.
6. **Treasurer's Report:** See Report attached.
7. **Fundraising Sub Group:** Nothing to report  
Action: As above Maureen and Marion to arrange a date for the group to meet.  
Items for their Agenda – Provision of tea/coffee at school parent/carers evenings.  
Purchase of new PTFA School Cup for Awards Evening.
8. **Head Teacher's Report :** see attached.  
*Burns Night – 4<sup>th</sup> February.* Suzy asked if this event was going to be a fundraising opportunity for any school projects?  
Action: Suzy to speak with Mr Bremner who's organising the event.  
  
*British Council Grant £2,100 – joint project.* This grant money, which has been secured, is to further international links with Malawi. The grant is to allow for someone from Dalbeattie High School (Mr Mein) to travel to Malawi and for a reciprocal visit to be arranged for a member of staff from Malawi to visit Dalbeattie.  
Action: Parent Council to think of how it would like to be involved with the reciprocal visit.

*Staff Representative on Parent Council.* Mr Kevin Williamson PT CfE has indicated that he would be interested in being the Staff Representative on the Parent Council.  
Action: All agreed that they would be delighted to welcome him to the group. Mrs Bain to communicate this to Mr Williamson.

**Pupil Council Report:** Alistair welcomed Suzy to the meeting.

*Security in School* – in particular the cloak room during the Spring Study days.  
Action: Mrs Bain to investigate and monitor this further.

*Cancellation of Geography Trip* – The Pupil Council had expressed disappointment when the proposed Geography trip was cancelled. The trip will now go ahead every 2 years instead of annually.

*School Uniform* – All concerned are looking to tighten up on the wearing of school uniform.

Mr Stitt commented that the young people who were giving blood in Dalbeattie were a credit to the school in terms of their appearance and behaviour.

Action: School uniform to be added to the Agenda for next Meeting.

*After School Clubs* – Suzy suggested that the noticeboard outside the staff room, which is currently empty, could be updated with the school activity sheet.

Action: Suzy and Mrs Bain to progress this.

*S6 Fundraising Fashion Show* – this event raised £559.61 for the 6<sup>th</sup> year prom. It was an excellent night. Suzy suggested that if the event were to be repeated it would be best to ensure that the date didn't clash with any other events – this year the date clashed with Castle Douglas switching on of the Christmas lights and a number of retail outlets in Castle Douglas had indicated that they would have become involved if it had been on a different night.

*Pupil Council Meeting* – Friday 21<sup>st</sup> January from 12.45 – 1.30pm. Mrs Bain invited a member of the Parent Council to attend this meeting.

Action: Alistair Gaston will represent the Parent Council

9. **Format of Future Meetings:**

Mrs Bain explained one suggested model, (see paper attached), which could involve more parents/carers in the life of the school. It would involve having a number of meetings across the school community – 3 meetings per year chaired by a member of the school management team. A representative from the Parent Council could attend each meeting, although this was not essential as feedback from each of the year group meetings would be collated into a minute and reported back to the Parent Council Meeting by Mrs Bain. The members of the focus year groups would be chosen at random.

Action: The Parent Council approved this scheme (proposed – Alistair Gaston, seconded – Ian Clark). This model will start at the new school session and will be evaluated by the Parent Council and Headteacher at the end of the 2011/2012 session.

10. **Purchase of School Cup:**

Action: To be actioned by Fundraising Group at their next meeting.

11. **Any other notified business:**

*Helicopter*

Several items of correspondence were circulated by email prior to the meeting. All parties stated their concern is not so much the playing field but the landing spot at Craignair Gardens and the flight path taken on the helicopter's approach and departure.

**Action:**

Mrs Bain to arrange a meeting with George Brown to discuss health and safety issues around the helicopter landing and taking off so near to the school. Stephen Howie will accompany Mrs Bain, to represent the parent council at this meeting.

Mrs Bain will write again to Mr Hay of the CAA on behalf of the Parent Council and the School.

Reconvene at our next meeting to discuss progress and take the matter further. Add to Agenda for March meeting.

*Parent Council Minute*

Carolyn raised concerns around the Minute being put on the school website prior to approval by the Parent Council at the next Meeting of the group.

Action: All Minutes will be approved at the following Parent Council Meeting before being forwarded to Mr Henry for inclusion on the School website.

*Photo Gallery of Parent Council Members*

The Meeting considered that a list of members on a school noticeboard would be sufficient and that photos weren't necessary.

*Complaint – Jardine Motors.*

Incidence of graffiti being written on the steamed up car windows at the garage. Mr Jardine had contacted the school – the culprit has sent a written apology to Mr Jardine.

13. **Agenda Items for Next Meeting:**

School Uniform

Helicopter

Student Representatives for 2011-2012

14. **Date of Next Meeting:** 15<sup>th</sup> March 2011 at 7pm.