

Tynecastle Parent Council Meeting

Date:19/11/12

Attendance:	
Tom Rae- Head Teacher, Angela Bell-Deputy Head, Mary Brownlee-Chair, Anne Cunningham, Ros Marshall, Beatrice Bryant, Gail Fairgrieve, Morag Thomas, Sue Stevenson and Heather Osborne	
1. Apologies:	
Anne Ambler, Claudia Esslinger, Jenny Anderson, Caroline Astor, Sue and Iain McKendrick, and Nikki Hall	

Item	Discussion key points	Action Points
2. Approval of Minutes	-Minutes approved	
3. Eco Group	Miss Moyes, eco schools co-ordinator, and two S5 students attended the meeting. The eco committee needs representation from staff, parents and all year groups. They would like to get a Green Flag in the next 12 months. The students gave an eco schools up-date. They have completed an environmental review and are forming a whole school action plan.	Ros-to donate a spare compost bin-to be delivered on 3-12-12. Parent Council to pay the cost of paper recycling bins for each classroom. Parents may be asked to attend eco committee meetings in the future.

<p>4. Website-Business manager</p>	<p>Eileen Cochrane, the Business Manager, gave a report and demonstrated the new website format. The new format website has a 'select the language you require' setting. It appears to translate very accurately. Parents can subscribe to the website so that they are e-mailed when there are changes. It is still a work-in-progress, with more information and photos to be added.</p>	<p>Please give feedback on the website-email or phone Eileen.</p>
<p>5. Burns Supper-Friday 1 Feb. 2013</p>	<ul style="list-style-type: none"> -This event will be advertised at the S1 parents' evening by Sue and Morag. -The date is confirmed as Friday 1st Feb. 2013 -Mitie have provided catering costs for haggis, this seemed quite expensive. Tom will try and negotiate a cheaper price -We will not have soup on the menu, and just provide a haggis main course. The Parent Council will contribute puddings/tray bakes -We would like to be able to provide tickets at £10 for adults and £7.50 for students -We are aiming to sell 120 tickets -The event will be advertised on Face Book on 'Save the Date' -We hope that Nikki Hall will design a poster/flyer-Beatrice will ask her -It was thought that the pantomime performances would be an opportunity to sell Burns Supper tickets -It was also thought it would be good to invite 'The Smoothie Enterprise Project' run by Patryk to this event 	<ul style="list-style-type: none"> -Tom to try and negotiate catering costs for The Burns Supper -Next Burn's Supper meeting on Monday 3rd 6.30pm. All welcome to attend
<p>6. Head Teacher's Report</p>	<p>Tom highlighted items from his report which is attached to the foot of these Minutes-please scroll down.</p>	
<p>7. Constitution</p>	<ul style="list-style-type: none"> -The Mission statement was re-worded slightly -The Mission statement is to go onto the Parent Council section of the school website. It will be accompanied by a short message from Mary. The Constitution itself may either be put on as a PDF, or could be sent to parents on request. 	

8. Allocation of Funds (incl treasurers update and enterprise grant update)	<p>-The funds stand at £4755.65 at present. £240 has been added by City of Edinburgh Council-there is a little extra money from the school fair</p> <p>-Enterprise Grant. The Parent Council will draft a letter to Patryk stating when his loan needs to be paid back. Angela will look at his business plan.</p> <p>-Beatrice suggested recycling clothes as a fundraiser-possibly organised by eco group for funds for environmental projects.</p>	<p>-Action needed for enterprise grant</p> <p>-Beatrice to e-mail details of recycling clothes company. This has already been done.</p>
9. Neighbourhood Group/ CCwP	<p>There is a new group now which represents West Edinburgh Neighbourhood group. Mary is the new CCwP rep. At present there is uncertainty as to how it will all work, and the group has only 8-10 parents on it. The last meeting discussed 'The Vision for Schools'.</p>	
<p>Any other business Next meeting Monday 14 you there Dates of future meetings 4th March, 22</p>		

Head Teacher's Report

19th November 2012

Staffing update

- Advert on Myjobscotland for CM Maths
- Ms Melanie Sorbie joined us on 12/11 for maternity post in History
- DHT job-sizing on-going
- Mrs Costello (Welfare Assistant) & Mrs Reid SfP currently off but cover is in place. Miss Semple taking on work for Mrs Reid until her return

Attainment

- Good success rate in SQA appeals submitted for S4 but did not affect overall cohort targets
- Revamped Study Support materials issued to all S4-6 in special assembly on 14/11. These were well received by the students. Parents texted to raise awareness of the support available. S4 prelim timetable issued with the pack

Learning & Teaching

- Identifying best ICT kit on-going. Meeting from CEC expert went well and out staff now writing reports based on best practice visits to the pilot schools
- Apple kit now purchased for Performance Faculty (PE, Music, and Drama) and being used well by staff and students.

Curriculum (including CfE update)

- Planning for senior phase on-going. We envisage no major changes to plans shared last February at Parent Consultation meeting

Management issues

- New Business Manager has reviewed and re-structured Classroom Assistant and office staff practice in order to meet needs of new structures
- New website now live. Parents able to see tonight.
- Parent Surveys. As well as sharing digital link for these we will also be making hard copies of surveys available at Parent Evenings to collect samples for CEC
- School to accommodate a request by EAL team to use a classroom on two afternoons per week

School Life Developments

- Sponsored Walk enjoyed by all. Weather kind to us. Money still coming in. Access difficulties mean new models need to be explored for future events like this
- S6 successfully completed an entry for John Byrne Award. Massive increase in entrants across Lothian this year.
- Pantomime rehearsals going well – with great commitment from staff and students
- S2 Construction Challenge takes place this week
- S1 students will attend Achievement Awards ceremony at Assembly Halls with me this week. We have been nominated for the partnership-working award
- Assemblies/Tutor Group activities last month on Diversity and Respect. Also included anti-bullying materials in lead up to National Anti-bullying week. S2 students also completed a CEC survey. Next month will focus on Charities work in school
- S2 Parent Evening well-attended. 89% and all parents unable to attend will be contacted for follow-up support by SfP staff
- Photography Club picture short-listed in national competition and on display in Glasgow. It promotes understanding of Islam in Scotland
- Increased active schools programme going well. Great support for senior basketball in games recently with others over next two weeks
- A number of Primary 7 visits in recent weeks (CDT, Social Subjects, HE). Parents of P7 were also invited to attend and given tours of school by Mrs Ramsay