

**Tynecastle Parent Council Meeting**  
**Rooftop AGM**  
**Date: 3-6-13**

<b>Attendance:</b>	
Tom Rae HT, Mary Brownlee-Chair, Angela Bell, Ros Marshall, Morag Thomas, Sue Stevenson, Gail Fairgrieve, Caroline Astor, Iain Mckendrick, Anne Cunningham, Gavin Corbett, Beatrice Bryant	
<b>1. Apologies:</b>	
Claudia Esslinger, Sue McKendrick, Nicky Hall	

Item	Discussion key points	Action Points
<b>2. Approval of minutes</b>	Minutes were approved	
<b>3. Education Scotland-Mr Phil Denning HMI</b>	Mr Denning was hoping to meet parents tonight, however due to family reasons was unable to attend the meeting. He will meet staff at the start of the new term.	

<p><b>4. Parent Council Business</b> * <b>Office Bearers</b> * <b>Treasurer's Report</b></p>	<p>The minute taker is stepping down and Morag Thomas is kindly taking over. Heather Osborne is stepping down as treasurer-we thank her for the time she has given to this post. Sue Stevenson is kindly taking on this role. Mary Brownlee is happy to remain as Chair of the group for one more year. Mary wondered if any member of the Parent Council would like to start coming to the CCwP meetings-Sue expressed an interest. Heather was not present to give the Treasurer's Report.</p>	
<p><b>5. Headteacher's Report (including e-portfolios)</b></p>	<p>Please see the foot of the minutes for a full copy of the Head Teacher's report. There are a few additional notes, see this section: Learning and Teaching-The full computer refresh is still scheduled and will be completed at the start of the term. The S3 and S4 pupils who will all be issued with iPads in the new term will all sign a 'User Agreement'. School Life Developments-The 6 been making a 'Legacy' file which will go up on the website.</p>	
<p><b>6. Summer Fair</b></p>	<ul style="list-style-type: none"> <li>* Final poster is ready, many thanks to Nicky for her hard work on this. Beatrice has a number of copies</li> <li>* We have done very well with raffle prize contributions</li> <li>* Flyers to go out on Friday</li> <li>* Text message to go out soon</li> <li>*All seems to be going well</li> </ul>	
<p><b>7. Display Boards</b></p>	<p>Gail and Caroline had done some good research on the cost of display boards. They have been given a budget of £1500. They will buy boards which can be used with drawing pins, and attach to each other. There is a choice between budget boards of £82 plus vat made by 'Go Display' and £300 made by 'Citrus Displays'</p>	

<b>8. Any other Business</b>	<p>Summer Fair to be set up on the Friday afternoon.</p> <p>Thanks were given to Mary for her help and support over the year.</p> <p>Thanks were given to Tom and Angela for all their input.</p> <p>Tom in turn thanked The Parent Council for their work over the year.</p>	
<b>Dates of next meetings</b>	<p>Suggested dates-26 18<sup>th</sup> November, 13 April, 2 on a Monday at 7pm, the venue is a meeting room at the school.</p> <p>Burns Supper 24 June (tbc)</p>	

## Head Teacher's Report

3<sup>rd</sup> June 2013

### Staffing update

- New Curriculum Leader post in Social Subjects advertised
- Full time English vacancy awaiting clearance
- 3 probationers next session ( Science, English & Maths)
- Some extra time likely to be needed for new session in Physics

### Attainment

- SQA exams have gone very smoothly
- Education Scotland (HMI) visit went well and no further contact with school. Mr Denning wanted to attend meeting to speak about this but is now unable to attend

### Learning & Teaching

- iPads pilot now announced to S3 and S4 parents. Planning now on-going with issue likely to be late August/early September

### Curriculum (including CfE update)

- New timetable started today
- S3 e-portfolios nearing completion. QR codes being used for the new certificates
- S5-6 inductions taking place over next two weeks, including S6 Conference at Napier University

## **Management issues**

- 2013/14 timetable completed on new software. This also includes all staff absence cover management. It's a very efficient system. Well done to Mrs Bell and Mrs Cochrane for leading on this.
- School Improvement plan. First draft due for completion on 11<sup>th</sup> June. Feedback from student and parent surveys included in initial planning. Enhanced work on Student and Parent Voice will be included

## **School Life Developments**

- JASS Awards ceremony taking place on 20<sup>th</sup> June
- S3 Achievement ceremony over two days on 12<sup>th</sup>/13<sup>th</sup> June
- Paris trip and Netherlands return exchange visit very successful
- Duke of Edinburgh trip went well
- John Muir trip to Trossachs a success
- Hollie Sword won UK Careers Academy best student
- Litter Less Lunch film won the competition
- Science student team came second in SET environmental project