

Minutes of the Tynecastle Parent & Carer Council Meeting

Monday 14<sup>th</sup> January 2019, 6.30pm

Attendees:	Cat, Iain, Sophia, Eileen, Moira, Hazel
Apologies:	Gareth, Elaine

<p>1. Introduction, quorum, apologies and approval of minutes</p>	<p>Sophia welcomed everyone to the meeting and confirmed that it was quorate. Moira read out the apologies. The actions from the previous meeting were reviewed, with two carried forward. The minutes of the previous meeting were approved. The carried forward actions are as follows:</p> <p>ACTION 20181119: Moira to add Elaine to Feb meeting agenda to discuss strategic fundraising plan</p> <p>ACTION 20181119: Hazel to consider the big picture regarding fundraising requests and bring any suggestions to Feb discussion</p> <p>ACTION 20190114: Sophia to write to Axiom with feedback on previous grant as well as apply for 2019 grant</p> <p>ACTION: P&amp;CC Officers to arrange North British Distillers funding application</p>
<p>2. Burns' Night Planning</p>	<p>The P&amp;CC discussed the upcoming Burns' Night Event.</p> <p>ACTION: Cat to discuss with Elaine re driving to purchase food and drinks, as well as funds withdrawn from bank account to pay for this</p> <p>ACTION: Sophia to email reminder to parents regarding tickets now being available, and include information about the event:</p> <ul style="list-style-type: none"> <li>- Music department performances</li> <li>- Pipe band playing</li> <li>- Highland dancing</li> <li>- Staff and senior pupils to be involved in compering and traditional addresses</li> <li>- JASS group decorations</li> <li>- Ceilidh band</li> <li>- Raffle</li> <li>- Cheap bar</li> <li>- Trophy for best traditional dress</li> <li>- Request for volunteers to set up / clean up (4.30pm-7pm or 10.30pm -11pm)</li> <li>- Request for raffle prizes</li> <li>- Request for home baking</li> <li>- Invitation to come along</li> </ul> <p>ACTION: P&amp;CC officers to look for list of food bought previously and provide to Cat</p> <p>ACTION: Sophia to check if napkins, paper, sellotape and raffle books are required and arrange purchase if so</p> <p>ACTION: Elaine to arrange cash float for bar</p>
<p>3. Head Teacher's report: Hazel Kinnear</p> <p>a) Staff</p> <p>b) Attainment</p>	<p>a) Hazel advised of the following staffing appointments:</p> <ul style="list-style-type: none"> <li>- Donna McGinlay returned from maternity leave</li> <li>- David McKay has been appointed as new EL from Trinity</li> <li>- Claire Mordant new development officer 1 day per week</li> <li>- Jane Cooper new to the office</li> <li>- Mr Anderson new PSA</li> </ul>

<p>c) Health &amp; Wellbeing  d) Closing the Gap  e) Parental Engagement</p>	<ul style="list-style-type: none"> <li>- Niko Karkola Finnish student supporting digital</li> <li>b) Hazel mentioned the Scottish War Poet Memorial unveiling which the school had been heavily involved in. There was a Dance showcase and a Christmas concert in December as well as the usual Pantomime. The Pantomime had not been as well attended this year as it has been previously, and Hazel is keen for and feedback as to why this might be: is it cost, number of events on at a busy time or other reasons?  Prelims started today with an excellent attitude shown by students.</li> <li>c) S1 disco was run by senior pupils in December. There were Christmas ceilidhs as the students participated in social dance in PE during December. Pilot sessions teaching Mindfulness for S2 and S5 are due to begin soon, with the P&amp;CC also applying for additional funding to extend the project further.</li> <li>d) Big Hearts and faith groups have been working with families in need in the run up to Christmas. The new Edinburgh Printmakers building in Fountainbridge has brought free places and workshops over the summer for students.</li> <li>e) Learning Together Edinburgh South held a collaborative meeting on 30<sup>th</sup> November about parental engagement which Hazel and Gareth attended. As part of this, Hazel is looking to refine the self-evaluation form and will extend the invitation to parent council members to assist with this process.</li> </ul> <p>ACTION: Parents to feedback to P&amp;CC email <a href="mailto:tynecastlepc@gmail.com">tynecastlepc@gmail.com</a> if they have any suggestions as to why the pantomime was not as well attended this year.</p> <p>ACTION: Hazel to extend invitation to parent council to participate in refining self-evaluation form for parental engagement measures.</p>
<p>4. Treasurer's report: Elaine Lawther</p>	<p>Not covered as Elaine unable to attend.</p>
<p>5. Funding Forms</p>	<p>There were no funding forms to be discussed.</p>
<p>6. A.O.B.</p>	<ul style="list-style-type: none"> <li>a) Iain provided an update on previous investigation done by the P&amp;CC relating to charitable status. The advantages include being paid gross interest rather than net, being able to access charitable funding for projects from a range of potential sources, and being able to claim gift aid back on donations. However, the disadvantages are that there is a lot of paperwork to be done (both at the start and on an ongoing annual basis), that you need to register with the charity commission and submit accounts to them annually, that there need to be appointed trustees, and potentially disclosure checks required for officers every year. Having checked online, he believes that only 79 parent councils within Scotland have chosen to become registered charities.</li> <li>b) Eileen raised a query relating to S1 maths assessment results not being communicated before Christmas.</li> </ul> <p>ACTION: Hazel to investigate communication of results and feed back to Eileen directly.</p>

