

Minutes of the Tynecastle Parent & Carer Council Meeting

Monday 28th September, 6.30pm

Attendees:	Gareth, Tooba, Rachel, Elaine, Kim, Hazel, Seona, Cait, Alexandra, Sibhe, Valery, Moira
Apologies:	None

<p>1. Introduction, quorum, apologies and approval of minutes</p>	<p>Gareth welcomed everyone. The meeting was quorate. The minutes were proposed as accurate by Elaine, and seconded by Gareth.</p> <p>ACTION: 20190429 Hazel to investigate analysis on email engagement</p> <p>ACTION: 20190429 Look at opening bar selling soft drinks during period before Spring Fling next year</p> <p>ACTION: 20190429 AGM discussion topic around strategic fundraising goals due to negligible funds</p> <p>ACTION: 20190429 Elaine and Moira to create easyfundraising promotion pack for a future meeting</p> <p>ACTION: 20190930 Hazel to bring progress visit report once available</p> <p>ACTION: 20191118 IM to send fundraising committee contact details of social media contact for future sponsorship requests</p> <p>ACTION: 20191118 HK to consider if any significant costs involved for 10th anniversary celebration</p> <p>ACTION20200224: IM to pass on contact details to Andy</p> <p>ACTION20200224: Funding position to be reviewed at future meetings</p> <p>ACTION20200224: contact Miss Patterson and Miss Pugh for further details</p> <p>ACTION20200224: EL to issue another request for volunteers to join</p> <p>ACTION20200224: EL to respond to Sumdog applicant to explain decision</p> <p>ACTION20200224: IM and EL to use social media to promote</p> <p>ACTION20200831: Nuala, Grant and Hisham to pass on contact details to PCC to arrange handover and training for roles.</p> <p>ACITON20200831: PCC Officers to arrange handover and training for new officers.</p> <p>ACTION20200831: Hazel to bring attainment report to future PCC meeting.</p>
<p>2. Head Teacher's Report: Hazel Kinnear</p>	<p>Hazel provided the following updates:</p> <ul style="list-style-type: none"> - Census was done in September, 683 pupils, up from 495 so 38% increase - Staffing: Laurie Adair has been appointed from Boroughmuir High School - Rachel Alexander has been appointed to English 4 days per week - Mark Jaggs has been appointed in Closing the Gap role for students who need to self isolate - Wellbeing Hub has been created for those with complex social or emotional needs, for up to 10 students - Shortlisted for TES award for daydreamers project - Pupil equity fund plan is being created - Outside space is being considered with CEC writing a report on the possible

	<ul style="list-style-type: none"> - QR codes are on tables in school for break and lunch - Next stage of renewal plan: phase 1 June, phase 2 October hols; includes Health, Wellbeing and resilience, equity and inclusion - Webinar SLS presentation - 2/3 of way to obtaining Carnegie Centre of Excellence award - Open evening event was 2 weeks ago and the school are making films - House captains will be appointed for 2 sections of school so offered to S3s as well, interviews are on Wednesday - University students have been supported to positive destinations, and there has been a letter for parents to support them also <p>ACTION20200928: PCC to make film by end Oct ACTION20200928: Angela Bell to update on 16+ at next meeting ACTION20200928: Moira to send GDCC student support leaflet to HK</p>
3. Annual report and election of office bearers	<p>Moira ran through presentation attached. All office bearers were elected by majority votes as follows: Chair: Gareth Oakley Secretary: Moira MacKirdy Treasurer: Hisham Magid Rachel offered to take over facebook.</p> <p>ACTION20200928@ Moira to provide handover details to Rachel.</p>
4. Annual accounts	<p>Elaine talked the group through the accounts. £2842.01 is available. Accounts were closed early due to COVID. They have been sent for external review but this has not yet been completed. Accounts were approved by the majority, pending external sign off.</p> <p>ACTION20200928: Elaine to send accounts for signing once external review is complete.</p>
5. Question and Answer Session	<p>Q: Daughter missed 50% due to COVIDI, what can be done? A: Closing the Gap teacher should be picking this up and supporting. Q: Hole in process of return, as got a "is your son coming in?" text when the school knew they were isolating. A: Hazel will review. Q: What happens if pupil attendance drops below 80%? A: It would be looked at supportively, and they would be supported by the close the gap teacher. There is lots online in teams.</p>
6. Funding Forms	There were no funding forms to review.
7. A.O.B.	Date of next meeting: Monday 16 th November 6.30pm via teams.