

CASTLE DOUGLAS HIGH SCHOOL

PARENT COUNCIL MEETING

7pm 31st January 2019

Present

Suzanne Broatch, Mungo Bryson, Lindsay Callander, Sarah McTurk, Karen Hunter, Eileen Hope, Dawn Campbell, Trine Campbell, Gillian Davidson, Lyn Smith, Liz Budde, Iain Howie, Stewart Henderson, Duncan Burns, Loiuse Dutoit-Burns, Alistair Cathro, James Smith.

Apologies

Silvan Ross, Suzanne Little, Ian Marshall, Steph Senior, Janice Craig, James McTurk.

Previous Minutes

Read and approved by committee members Suzanne Broach and Lindsay Callander

Guest: Vanessa Morris, Education Support Services

Vanessa gave overview of the work she is involved with in DG Council Education Services and also described **CONNECT**; *a membership organisation for parent council members*. Vanessa described services to support parental involvement and engagement, setting out roles and responsibilities involving both teachers and local authority, DG School lets, annual allowance for fund raising and finances, data protection advice and insurance. Vanessa will send details of **Connect** and internet details including how to log on.

Discussion around need to update constitution and submit to council, and a reminder that annual accounts need to be submitted in order to gain financial support, Lindsay stated that accounts are already submitted annually.

Discussion around requirement for sub groups to feed back to Parent Council (PC) to ensure they are then covered by insurance.

Vanessa raised awareness of Parent Council Forum and stated next meeting is in Castle Douglas on **Monday 18th February**. Vanessa stated these meetings can be a good opportunity to share ideas and keep up to date with national policies and informed PC there is an active Facebook page.

Discussed importance of keeping Parent Forum informed. Vanessa stated other people can be co-opted onto Parent Council. Encouraged use of notice board, surveys etc to support this, minutes of meetings should also be available on notice board for parent forum.

Discussed roles of PC members and possibility of splitting roles to share such work load as necessary.

Mungo asked for clarification of purpose of parent council, and Vanessa stated it is representing the views of the parent forum, and also supporting the school for example to look at: school improvement planning, developing school handbooks etc. Vanessa reminded members it is not a forum to discuss individual pupils.

Clarification was given that parent Council could vote on what they wished any money raised to could be used for in conjunction with School needs. Vanessa also stated that Head Teacher has a duty to attend all PC Meetings but does not need to submit a report for every meeting, however, as a minimum this should be annual. Vanessa recommended being flexible when meetings are arranged to support people to attend. Mungo voiced concerns at only having PC meetings once a term, however, after discussion, it was agreed that sub group meetings would support Parent Council meetings negating the need to meet more frequently.

Vanessa suggested PC should concentrate on identifying one item at a time, e.g Specific Fund Raising, Parent Handbook etc. Lindsay suggested a survey to gain parents views on what they would like PC to concentrate on. Suzanne suggested a newsletter for sharing information. Vanessa encouraged pupil involvement from pupil council.

PC thanked Vanessa for her attendance and all the information and support.

Head Masters Report – Questions

Susan Hall asked why Fullerton was used for school show, Mr Smith stated CDHS has no suitable lighting or sound system therefore not able to host at present, he discussed cost of hiring system being prohibitively expensive, Fullerton only charged 50% of usual cost. General discussion with Trine asking if parents have any connections that could have been utilised to help such as equipment, skills, lighting etc. Mungo felt if Fullerton was full and all tickets sold, the costs would be covered. Dates of next show is June. Fullerton generally as a venue which is professional and reliable although it is noted pupils would prefer to be able to have show at CDHS. Dawn Campbell says she would be happy to be involved with marketing and promoting shows.

Lindsay asked about priority 2 on school improvement plan. Mr Smith stated he chose that so that all stakeholders could be involved.

Mungo enquired regarding national statistic benchmark information not being updated till after February Mr Smith said that would not be an issue to give details at that time.

Treasurer's Report

Lindsay stated approx. £292 in account nothing else to report at present.

Funding application update

Thanks to Dawn C and James McT for completing funding application for *Making Ends Meet*. This funding if approved could help with transport costs for pupils. Up to £10,000 available next stage would be for public event where public have final vote.

Lindsay discussed *Winfred Kennedy Fund* with support from Iain Howie she will continue to look at this and feed-back.

School uniform

Suzanne suggested if we are surveying pupils we must feedback and have actions from these findings. Mr Cathro fed back from the survey and felt participation was positive. Teachers, pupils and parents all have different views but he wanted to gain feedback from Parent Council Meeting. Suzanne felt that the results indicated strong desire from pupils for black jeans and black trainers.

Mr Cathro stated tailored shorts were also allowed last summer due to the hot weather..

Mr Cathro also reminded there is a poverty fund is available to support pupils.

Parent Council had a vote on allowing mainly black trainers, white shirt, black smart jeans or trousers, and school tie, this was unanimously agreed following show of hands. Further discussion around pupils wearing hoodies. Mr Smith stated it can be problematic with designer names etc. Policy currently is that pupils are allowed hoodies to travel to school and in the playground but they need to take them off in school. Mungo felt this was double standards. General discussion around possibility of school hoddies. Mr Cathro suggested survey monkey to ask pupils opinions on this. Uniform policy will be implemented/updated after the summer. After vote and general discussion, it was decided hoody policy will stay the same meantime.

Funding raising update from sub committee

Trine fed back from first funding raising subcommittee meeting and informed meeting of plans to hold a fashion show in March - still to be finalised. Possible venue could be Threave. Details to follow. Threave Visitor centre thought to be good venue which has been used by school before.

Also, outdoor cinema evening also to be arranged costs approx £150 for rent of screen, £99 for rights of film, money could be raised by selling, tickets, food etc. Details to follow. Committee asked if staff need to be present if school is venue but this is not the case. Vanessa confirmed any teachers that do help at events are covered by insurance from Connect.

Trine also stated in the future other fundraising events being considered are Family Ceilidh. She also mentioned that they discussed sending letter to local businesses to ask them to support school on a more regular basis. Dawn asked if school currently had any business links already. Mr Smith stated some local businesses already support school with awards nights but only currently small amounts approx. £10 each, or providing raffle prizes, he said they generally seemed happy to help. Mungo felt it was a positive idea to include local businesses and also to consider former pupils from the school.

Next fund-raising meeting **Monday 11th February**

AOCB

Mr Howie brought up the Pupil Equity Fund (PEF) and suggested School is missing out on money available for this. Mr Howie suggested way forward might be for parents to opt out rather than opt in but this was discussed and not sure if this is possible legally. It was suggested that at the parents evening might be the time to promote this fund. General discussion if these pupils get funding whilst at primary could this role over instead to reapplying when they move to secondary school.

Mungo brought up progress on Castle Douglas Parent Council Facebook page. Trine stated she has started page and is the administrator. Discussion around how best way to set this up who can post on site or is it just an information forum. After discussion it was decided Facebook page would be for information only and would be updated by administrator. Members asked to like and share page.

Committee reminded due to data protection not to share any emails or contact numbers of members.

Lindsay wanted to bring up details of parents evening and clarify if parent council need to have a presence, provide tea and coffee etc. It was decided PC should be present to promote PC and raise awareness.

Volunteers for two nights:-

S4 7/2/19 **Suzanne Broatch, Trine Campbell**

S3 19/2/19 **Dawn Campbell, Susan Hall**

Pupils will still do tea/coffee on the evening

Mr Cathro said School will provide notice board for PC to use and computer to display Facebook page.

Gillian Davidson asked about how school contact parents as often school use expressions, group call, and text. Mr Smith explained school staff are learning new systems too and not all parents have expressions.

Date of next Meeting

Thursday 28th March 7pm.