

# Crieff High School Parent Staff Partnership

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**Draft Minutes of Meeting held on 3 December 2018**

**Strathearn Community Campus at 7.00pm**

**Present: Lindsay Lennie (LL), John Donnelly, Campus Leader (JD), Aileen Turkinton (AT), Betsy Vielhaber (BV), Billy Russell (BR), Emily James (EJ), Gillian Rose (GR), Catriona Cunningham (CC), Jelle Mullye (JM), Amanda Harrison (AH), Nicola Hart (NH), Fiona Canon (FC), Geoff Hardman Carter (GHC), Clara Walker (CW), Christine Couser (CC), Calum Westbrook, Head Boy (CW – HB), Jennifer Thornton, Head Girl (JT – HG), Caroline Murphy (CM).**

**Apologies: Diane Porter, Helen McRorie, Scott Jewell, Cllrs Brock, Donaldson and McCall**

Item	Discussion	Points for Action
<b>1. Welcome</b>	LL, introduced herself, welcomed all to the meeting.	
<b>2. Apologies</b>	As noted above	
<b>3. Previous minutes</b>	The minutes from the meeting held on 29.10.18 were proposed by BR and seconded by AT.	
<b>4. Matters arising</b>	LL stated that BV had offered to help with taking the minutes.	
<b>5. Correspondence</b>	No correspondence received.	
<b>6. Treasurer's Report</b>	Treasurer was not present, but prepared report was reviewed. The current balance is £2,791.29. Discussed need to follow-up with school to get invoice for books paid for by PSP. Noted that the account has a healthy balance and there are no plans for fundraising. Might do raffle at concert.	<b>CM to speak with Scott Jewell</b>
<b>7. Headteacher's Report</b>	JD has reviewed the data he has gathered and showed slides of the analysis he has made. At date of meeting, he has interviewed all teachers, support staff and other staff and has started interviews with students. Meetings with students will total 81 groups of 7-8 pupils. He noted that the parent survey reminder sent out and the deadline was this week. He plans to do an update every 2-3 weeks to keep parents updated. Will post latest information. JD noted that for his interviews he is using the questions that	

	<p>evaluators who will visit the school in coming years will use. He has colour coded the results to help highlight information that is critical. He took those present through his findings which will continue to be updated as he completes interviews. Will also add in findings from the student groups.</p> <p>JD reported that there has been good attendance at the 'Meet the Headteacher' event. LL noted that she had received good feedback from parents following the event.</p>	
<p><b>8. Staffing update</b></p>	<p>Stated that Mrs Fitzsimmon, the new History and Modern Studies teacher has started from Blairgowrie and hopes to introduce Politics and Sociology to the curriculum in the next school year.</p> <p>Computing—interviewing soon. 2 candidates seem very promising. Discussed that the Modern Language teacher Mr Berhane is leaving, his post has been advertised, and 5 applicants will be interviewed.</p> <p>Home Economics—School trying to get a temporary fill for position. Have a candidate in mind and hope this will be successful.</p> <p>LL suggested that staff changes be communicated in his updates as parents often find out much later that a member of staff has left. Noted that parents may wish to send a note to leaving teachers. Agreed that there would be improved notification of staff changes so that parents are aware.</p> <p>Discussions on possible change to timetable such as making the day shorter on a Friday as happens in some other schools. This is for further discussion and unlikely to be changed in the short term.</p>	<p><b>JD/ CHS</b></p>
<p><b>9. Mobile phone usage in school</b></p>	<p>LL said that this item had been brought up at the previous PSP meeting but it was decided to discuss it in more detail at this meeting once JD had a chance to look at the CHS mobile phone policy. She acknowledged that it was item of concern for parents.</p> <p>JD reviewed what is currently in place. The current policy allows the class teachers to decide if and how the students can use phones in the classroom and if the phone is needed. One issue is that pupils do not have anywhere to put the phone since they cannot take bags to class. This leaves the phone on desks or in clothing and might increase the temptation. Parents discussed the pros and cons of pupils using phones in schools and discussed policies of other schools and experiences parents have had or heard. For example, a school has the phone policy posted in each room as a reminder when students arrive in class. CW (HB) and JT (HG) noted that at higher level, students are using Show my Homework and other systems to help class work.</p>	

	<p>A possible resolution may be offered by allowing pupils to take their bags to class. This would allow them to carry all books etc and be ready for class. Currently bags are placed in lockers which causes issues with pupils not having everything they need and struggling to carry books etc around the school. Phones can also be out of sight but available if instructed by class teacher.</p> <p>JD said they would be asking students about the phone issues in the group discussions and will continue the dialogue about how best to use the phones in school together with pupils being allowed to take bags to class. Further update at a future meeting.</p>	JD
<b>10. PSP constitution</b>	<p>Continuation of discussion from previous PSP meeting regarding the need to update and simplify the constitution. LL has reviewed other school constitutions and presented this initial work. Asked parents present about the idea of changing the name to be Parent Council to be in line with other schools in Perthshire Kinross. No objections were raised. She will finalise and send to all for review. Will then need to present to all parents for further comment. Will then need to be ratified at a future PSP meeting.</p> <p>It was suggested that we might hold virtual meetings for those people unable to attend. The possibility of this to be looked into further.</p>	LL  CM (to speak with SJ)
<b>11. Future diary dates</b>	<p>The next diary date is the Christmas concert. Agreed that parents would help at the event serving drinks and mince pies which are prepared in advance by Tayside Contracts.</p> <p>The following agreed to help: LL, AT, CC, CM, BV</p> <p>Discussion whether to hold a raffle or 50:50 at the concert but decided not to fundraise at this event.</p>	LL, AT, CC, BV, CM
<b>12. AOCB</b>	<p>Parents noted the following as questions/ideas to cover in coming meetings:</p> <ul style="list-style-type: none"> <li>• Discussion of curriculum choices</li> <li>• Information about how teachers are reviewed</li> <li>• SQA attainment</li> </ul>	
<b>13. Date of next meeting</b>	Monday 28 January 2019 at 7pm	

The meeting closed at 8.25pm.