

# Crieff High School Parent Council

## AGM 2021

Draft minutes of meeting held on 28.10.21

Virtual meeting via Zoom 6.30pm

Present: John Donnelly (JD) - Headteacher/Campus Leader; Cathy Tilbrook (CT) - Chair, Morven Harrower – Vice Chair, Betsy Vielhaber (BV) - Secretary, Billy Russell (BR) – Treasurer, Eve Kilgannon, Aileen Turkington (AT), Fiona McGarva, Fiona Perry (FP)  
Apologies: Alison Ritchie, Gillian Rose (GR), Catriona Cunningham, Helen McCrorie, Rebecca Mackie

### 1. Welcome and apologies

CT opened the meeting and thanked attendees, explaining that there were a number of apologies.

### 2. Previous AGM minutes (28/9/20 - attached)

The previous AGM minutes had been circulated with the agenda. There were no comments or questions arising and these were approved by BR approved and seconded by AT.

### 3. Chairperson's Report (attached)

CT presented the Chair's Annual Report, summarising another challenging year for the schools due to Covid constraints, but there had been significant achievements, including a more structured timetable approach to online learning, huge teacher input to after school study support and increased attendance at Parent Council meetings through use of Zoom.

CT gave huge thanks to parent Gillian Rose for donating her professional expertise to develop a new school website and to work with school staff to launch this. All were encouraged to try the new website and feedback any comments. Over the coming year, the Parent Council will focus on the following key areas:

- Influence the mobile phone policy and support work on anti-bullying and mental health / wellbeing.
- Input to curriculum review work and school improvement plans.
- Where possible, support the school in enhancing the 'fun' side of school life including arts, music, drama, sport, events, etc
- Promote the new website and seek to improve parent communications more broadly.
- Try to engage more with Connect and PKC groups and share information – recent events useful.

CT thanked school staff for all their hard work and dedication over a very difficult and uncertain period. She also thanked the Parent Council committee for their support, and especially BV who is standing down as secretary after a number of years.

#### **4. Treasurer's Report, including discussion on any ideas for future spend**

BR presented the annual accounts (attached). There were very few transactions in the last year and the balance is healthy so BR suggested we should use some funds to help with any CHS priorities. CT mentioned that a gift will be purchased for GR as thanks for her significant input to the website redevelopment.

Other funding ideas were then discussed and the following suggestions made:

- Support for fun activities for pupils to enhance morale and enjoyment
- Support to Logos for homework club and Duke of Edinburgh Scheme
- Support for P7 Transition Day activities
- Ideas proposed by Head boy and girls (e.g. support for Christmas dances)
- Events and activities in school themed around COP26 and the environment and climate emergencies (JD noted that there was already a school programme planned for this but that there may be other opportunities associated with Green Flag status and Eco group may have ideas).
- Support for reading club – new book purchase?
- Support for Breakfast Club (JD noted it has only recently re-started so no further funds needed yet)
- It was agreed that spend of around £600-£700 would be supported

**Action 1: CT to organise gift for GR**

**Action 2: JD to ask Senior Prefect Group and teachers for spend proposals**

**Action 3: FP to speak to Logos about funding support**

#### **5. Election of office bearers – Chair, Vice Chair, Secretary, Treasurer and at least 2 ordinary members**

CT and BR confirmed they were prepared to retain their roles for a further year, unless others wished to stand. MH suggested that another volunteer could stand as vice chair to allow them to subsequently step into the chair role. BV would also like to step down as secretary due to other commitments. None present volunteered to stand for these positions, so it was agreed that current office bearers would temporarily stand for re-election, pending a hunt for further volunteers.

Elections:

Cathy Tilbrook re-elected as Chair (FP proposed and BR seconded)

Morven Harrower re-elected as Vice Chair (CT proposed and FP seconded)

Billy Russell re-elected as Treasurer (FP proposed and CT seconded)

Betsy Vielhaber re-elected as Secretary (BR proposed and FP seconded)

Committee members: Aileen Turkington and Eve Kilgannon elected as committee members (CT proposed and BR seconded). Those committee members who were unable to attend the AGM (Rebecca Mackie, Helen McCrorie, Emily James and Catriona Cunningham) will be approached to check if they wish to remain.

**Action 4: CT to approach existing committee members and appeal to wider parent group for any further volunteers for roles.**

## **6. Headteacher update (attached)**

JD presented his report, including key dates for the diary. Parent noted that it was useful to have advance warning of school events so that pupils can be encouraged to participate. JD highlighted that most of the events should be listed on the school website.

## **7. Curriculum review**

A discussion on the curriculum review had been intended, but due to low numbers attending the meeting, it was agreed that this should be postponed. CT explained that previous discussions at Parent Council had been focused on the narrowing of subject choices from S1 to S2, which is earlier than in all other PKC secondary schools. JD confirmed that it would be useful to discuss this further in the near future so that any change in policy can be introduced in time for current S1 year group.

Agreed to arrange a joint Parent Council / CHS discussion on this topic and invite P7 and S1 parents to attend. MH commented that previous in-person events had worked well for curriculum discussions if this was possible. Agreed that a combination of an online and an in person event on consecutive days would be best. CT agreed to attend to introduce the Parent Council context to the discussion.

**Action 5: JD to contact CT to organise the S1/2 curriculum review meeting and promote to relevant parents.**

## **8. Head girls / boy update—not in attendance**

## **9. AOB**

CT asked about SQA exams and assignments – understanding revised course requirements and timings for submission. JD confirmed that SQA have narrowed the focus of courses due to Covid and all departments are clear on what aspects of curriculum need to be covered for exams. Agreed that a document will be circulated to pupils and parents to explain the requirements and any SQA submission deadlines.

**Action 6: JD to request departments to develop a document on SQA subject requirements and timings.**

**10. Date of next meeting:** Nov. 25<sup>th</sup> S1/S2 curriculum meeting. Next regular meeting to be scheduled in January 2022. Meeting ended 8pm