

**Minutes of Broughton High School Parent Council
Management Group
29th October 2008**

Present: Alan Ness, Arthur McIvor, Carolyn Godfrey, David Martin, Fiona Duck, Geoff Brown, Graeme Robertson, Hugh Duffy, Iain Macdonald, Janene Reid, Kate Hornsby, Katie Sturgeon, Lesley Johnston, Mariana Forsyth, Morag Reilly, Samantha Hand.

Item		Action
1)	Welcome and apologies	
	Geoff Brown welcomed everyone to the meeting.	
	Apologies were received from; Janet Hodgson and Ally McCabe.	
2)	Minutes of last (quorate) meeting (29Apr 08)	
	Accepted.	
3)	Matters arising;	
	See following items.	
4)	Appointment of auditor(s)	
	Graeme Robertson and Fiona Duck have the agreement of competent people to Audit the '200' and the BA accounts, respectively. Their names have to be forwarded to the Chair.	GR FD
5)	Communications and Broughton Association updates	
	<ul style="list-style-type: none"> • S1 Questionnaire 	
	The final draft was discussed and some refinement agreed. This will be updated and sent to Lesley Johnston for distribution and return via the pupils, with a 'house points' incentive for 'on time returns'.	MF
	<ul style="list-style-type: none"> • BHS website 	
	In the absence of Tom Christie, Mariana Forsyth requested comment on the Web pages (reference Tom's email 17/Oct/08). The consensus was that this provided a good start. At the first update the opportunity should be taken to adopt suggestions e.g. sort the 'links' shortfall; reorient emphasis towards the future and the promotion of the benefits offered through the BHS PC. The Chair requested that comments to be fed back to Tom.	All
	<ul style="list-style-type: none"> • Publicity for Music Quiz 	
	It was stated that the publicity for this event would need to be 'wound up' to ensure a good attendance. Tickets will be sourced via the school office or BA members. (Time - 7.30 to 11pm, date -14/Nov/08 and venue - school hall)	

6)	Edinburgh Parent Council Network	
	Katie Sturgeon attended the 2/Oct/08 meeting and reported that it was interesting (and lengthy). She outlined the discussion topics which included Parent Partnership relationships at Primary's vs. Secondary's; Budgets; Teacher funding incentives and a 'Buy At' website, that could be used to contribute to BA / school funding. (Post meeting note. Geoff Brown will ask the BHS PC Funds chair to 'follow up' this opportunity.) Katie has agreed to represent the BHS PC at future meetings.	GB RF KS
7)	Head teacher's report	
	Lesley Johnston informed the BHS PC that she was very pleased with work carried out by her team at the recent 'In Service' day. The principal topic of which was the Curriculum for excellence.	
8)	PPP2 and school opening	
	Copies of the draft 'Move Calendar' were distributed and the content explained, in some detail to those at the meeting, by Lesley Johnston. Three issues were highlighted. The former two concerning the 'Memorial Trees' and 'Car Parking' appear to be under control. Of greater concern is the current lack of a formal commitment to the forecast 'Target Service Availability Date' (TSAD) of Friday 20 th February 2009. It was agreed that the PC (Graeme Robertson and David Martin) would support Lesley Johnston and Stewart McDonald at a meeting; to be arranged imminently, with David Robertson (Children & Families) and Patrick Brown (PPP2 team);	GR DM LJ SM
9)	C.C.W.P.	
	Graeme Robertson (David Martin is not available) will attend the Consultative Committee with Parents (CCWP) on 4 th November 2008 at which 'Budgets' is still expected to be the 'big issue'.	GR
10)	SPTC membership	
	The Chair and the Treasurer will liaise and ensure this is adopted as soon as is practical.	GB KH
11)	AOCB	
	<ul style="list-style-type: none"> Alan Ness enquired about pupil participation in the BHS PC and was assured that the head boy and girl would normally be in attendance. He also expressed concerns about issues surrounding the staffing of extra curricular activities. David Martin suggested that this issue was important enough to be considered as an Agenda Item at the next meeting. It was agreed that it will be. Geoff Brown thanked everyone for attending the meeting. 	GB IGM
12)	Date of next meeting(s) –	
	The next BHS PC Management Group meeting will be held in the School Library, at 7pm on Tuesday 2 nd 9 th December 2008. The next full BHS PC meeting date will be Tuesday 20 th January 2009. Dates for other meetings will be arranged as necessary and possible; around the move to the new building.	All