

**Minutes of Broughton High School Parent Council Meeting
(11th May 2011)**

Present: Alison Bourne, Anna Webster, Graeme Robertson, David Martin, Hugh Duffy, Iain Macdonald, Jill Franklin, Lesley Johnston, Morag Riley and Richard Bourne.

Item		Action
1)	Welcome and apologies.	
	Alison Bourne welcomed everyone to the meeting, as Arthur McIvor had earlier tendered his apologies.	
	Apologies were also received from Harald Tobermann, and Nigel Bagshaw.	
	Minutes of last meeting.	
	PC Meeting (9 th February 2011) – Accepted	
2)	Matters arising:	
i.	Action under (previous meeting) item 3i) -	
	Meeting timing	Action Complete
	As a result of this action, it is recommended that, starting next session, the meetings will be organised for a 06.30pm start i.e. directly following the conclusion of the Parents' Evenings. This will both provide an opportunity for the Parents to find out about the Parent Council and hopefully provide the encouragement for them to participate. Hugh Duffy will arrange for some of the members, of the current Parent Council, to be in attendance.	HD
ii.	Action under (previous meeting) item 3iii) - J McL	
	Pupils helping with Comms group.	Action superseded
	While there was good involvement from the current Head Boy and Girl, it will be the aim to get an even greater level of participation from next session's incumbents.	
iii.	Action under (previous meeting) item 4)	
	Prioritisation	Action superseded
	The Head Teacher advised that an alternative approach has been implemented and there is a level of improvement as a result.	
iv.	Action under (previous meeting) item 9)	
	Head Boy and Girl involvement.	Covered in item 3ii, above
v.	Parking in Fettes Avenue and Carrington Road	Action Complete
	A letter has been submitted, by the Head Teacher, detailing the problems resulting from a lack of adequate car parking places. It was agreed that, if the timing was still relevant, the Parent Council support should be added and Richard Bourne will also create and submit a letter.	RB
3)	'Attendance performance' and suggestions on how to improve it.	
	After some discussion it was agreed that Jill Franklin should email other Edinburgh Schools for ideas and feed the responses back into a future BHS PC meeting!	JF
4)	Sub Group reports	
i.	Management Support	
	Graeme Robertson submitted a comprehensive report (see attachment Management Support Group update May 2011-05-11) in time for the meeting. He summarised it and provided some updates for those present. He confirmed that he was standing down as Chair of the MS group and added that Arthur McIvor had informed him that he intended to stand down as Chair of the BHS Parent Council. David Martin declared that he will not represent the PC at any future CCWP meetings!	

4)	Sub Group reports - continued	
ii.	Broughton Association	
	<p>David Martin mentioned some of the items for which funding had been provided. He reiterated that the teachers' funding request rate was lower than desirable, when consideration is given to the fairly significant value of funds available for appropriate spend. He requested that this be fed back to the teaching staff. Also discussion took place on the possibility of using some of the funding for a 'teacher of the month' award, or for some level of reward for specific individuals who gave up their time helping the students on a voluntary basis</p> <p>With respect to the raising of funds, he informed the meeting that all appeared to be in good order for the 24th September Fair. The more imminent 3rd June Race Night needed to be publicised (starting with the S1 parents evening the following day) – everyone to take note!</p>	LJ All
5)	Head Teacher's report	
	<p>The Head Teacher, Lesley Johnston, briefed those present on a range of issues starting with staffing and the tension about the 'new structure' where, although she does expect to make some further progress, it is unlikely that it will be possible to meet the budget. On a more positive staffing note, two of the senior members of staff have completed the 'Scottish Qualification for Headship' course and the current three probationers have performed well and one is likely to take up an overseas post.</p> <p>Otherwise we were informed that the Exams were underway and running fine; and of some satisfactory outcomes as a result of the JET (Jobs + Education + Training) programme. Also information about the 3 trips organised to France each with a separate theme namely Modern, Waterways and Battlefields.</p> <p>She concluded that she had very recently been informed that Broughton High School has been selected for a Full Scale Inspection early next month (commencing 6th June 2011).</p>	
6)	Budgets	Covered in item 4i, above
7)	Head Teacher Post	
	<p>Graeme Robertson briefed the meeting on the information that he had sought and received from the Council, on 'Recruitment & Selection Training'. Also he suggested that it would be ideal for Harald Tobermann, because of his experience (two posts) in such matters to contact the current Head Teacher and appropriately trained parents to establish a working group and agree on a 'way forward'. Although Harald was not present at the meeting he had conveyed, through Graeme, his willingness to do so.</p>	HT
8)	Parental Involvement	Covered in item 3, above
9)	Any Other Competent Business (AOCB)	
	<p>The success of parental contact, through the Saturday Morning Café, was expounded and a plea was made for parents to support the few who have been carrying the burden to date - 14th and 28th May 2011.</p>	All
10)	Date of next meeting – the AGM, which is Tuesday 13 th September 2011	