

Minutes of Broughton High School Parent Council AGM

15th September 2009

Present: See Appendix 1

Item		Action
1)	Welcome and introductions.	
	Geoff Brown welcomed everyone to the meeting.	
2)	Apologies for absence.	
	Apologies were received from, Janet Hodgson, Samantha Hand, and Councillors Lesley Hinds and Stuart Mclvor.	
3)	Minutes of previous meeting (AGM 16th September 2008).	
	The Minutes, as first distributed on 25/Sep/08, were accepted by this meeting.	
4)	Parent Council Chair report.	
	<p>Geoff Brown reported as follows: This was the second Broughton High School (BHS) Parent Council (PC) AGM and it was his belief that the group was now getting used to the flexibility that the guidelines provided; keeping, what he considered to be, some of the best aspects of the School Board structure. However, there is some work for the new team to tackle such as clarifying the working group boundaries within the BHS PC.</p> <p>Over the year the BHS PC had helped to support the school in tackling a number of issues, particularly those that involved an interface with the outside world e.g. the New School entry dates and the lobbying of the Council over Budget issues. While the work on former example is effectively complete more work will definitely be required on the latter.</p> <p>One of the privileges, that he has had, has been access to School special events such as the Steinway concert in which the performance of the pupils was outstanding.</p>	
5)	Treasurer's report.	
	<p>As the Treasurer was unable to be in attendance, David Martin (on her behalf) presented an overview of the document which had been prepared for this meeting, namely; the 'Broughton Association Draft Financial Summary 2008/9 for AGM 15.09.2009'.</p> <p>Graeme Robertson summarised the other financial document – the 'Broughton Association 200 Club Statement of Income & expenditure for the 12 months ended 30 June 2009', and the beauty of the scheme which provides maximum return for minimum effort.</p> <p>The sum total of both documents reflected a healthy sum, slightly in excess of thirteen thousand pounds available for appropriate expenditure on behalf of the school. The teaching staff has been requested to provide suggestions.</p>	
6)	Appointment of auditor.	
	<p>Two auditors have been appointed – Ms Liz Cargill and Ms Karen Cain who will audit the BA and 200 respectively.</p> <p>Graeme Robertson informed the meeting that the audit activity will be completed by the end of November 2009, which is well ahead of the 'must do date' necessary to retain 'charitable status'.</p>	GR

7)	Reports by chairs of Communication and Broughton Association (BA) sub-groups.	
	Geoff Brown reported the management group summary, under Item 4.	
	Tom Christie outlined the work of communications group. He described the content of the BHS PC website which is now well established. Apparently the website has had 336 hits from 273 individuals in 12 countries! With regard to working on the continual task of continuously improving Communication, we informed that paper is still the most popular but there is some good evidence that email is catching up. Finally the BHS PC / Communications team will be present at Parents evening continuing with the format from last year.	
	David Martin reported the BA summary, above under Item 5.	
8)	Head Teachers report.	
	Her presentation covered:	
	<ul style="list-style-type: none"> The February entry to the New Building culminated with the piper ushering in the pupils. Everything went smoothly thanks to the Staff, the students and Laing O'Rourke. All worked well, were very positive and nothing was too much trouble for anyone. Even on that first day none of the students got lost! 	
	<ul style="list-style-type: none"> Once into the building it was back to work. Last year's results were disappointing in that there was no significant improvement, over the previous year, and there was a missed opportunity, at the point of transition to the new building, to thoroughly review the presentations. 	
	<ul style="list-style-type: none"> The loss of the wealth of experience through the departure of Ian Gordon, Tony Dougan and Mike Sinclair has been compensated for with the youth and enthusiasm of the current team. There is a teaching staff, 73 strong of which 10 are new. There was stiff competition for the vacant posts and the signs are that the selection process was good. 	
	<ul style="list-style-type: none"> The introduction of new initiatives processes e.g. Curriculum for Excellence, which is being introduced as small projects which will be evaluated There is an opportunity to attend an imminent local Conference (26/Sep/09) on this subject. Also the school will be the first one in Edinburgh for 'Glow' (a new national schools intranet). There will be 3 initial areas for BHS: Homework; Literacy for non attendees and Broughton Survey. 	
	<ul style="list-style-type: none"> Attendance remains as a concern. In the coming year a number of initiatives will be pursued with the aim of a good improvement on the current figure. This when put into context means a pupil with 90% attendance would be missing around one whole term in their first four years at school. Each teacher will be responsible for the pupils in their class and for non attendees. They will be encouraged to use 'links' such as Spartans Football, Duke of Edinburgh scheme, Baton championships, or whatever to improve the attendance figure. Also, Lesley is interested in parents' occupations where they may be able to give a talk to pupils in order that they, in turn, may be able to see wider job perspective, the qualifications and skills necessary so that the students can set realistic targets to enter the world of work. 	

10)	Appointment of office bearers.																					
	Arthur Mclvor, Samantha Hand and Naomi Crowley now hold the offices, as detailed following:																					
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	David Martin and Tom Christie remain as Chair of the Broughton Association and the Communications sub Groups respectively.																					
11)	Looking Forward.																					
	Graeme Robertson presented a PowerPoint view of the BHS PC Management teams' view of the direct and stakeholder relationships, that will help greatly in setting the right infrastructure for tackling the challenges that Geoff alluded to at the introduction, as well as improving the Broughton High School status such that, for more pupils, it becomes the 'school of choice'.																					
12)	AOCB.																					
	Geoff Brown thanked everyone for attending the meeting. He, in turn, was thanked and presented with tokens to mark his timeless involvement and valuable contribution to the Broughton High School through the Parent Council and prior to that the School Board.																					
13)	Date of next AGM.																					
	The date proposed for the next AGM is Tuesday 14 th September 2010.																					

Appendix 1 (Minutes of Broughton High School Parent Council AGM 15th September 2009)

• **Those Present and 'signed in'**

Alan Ness	√
Alastair Soutar	√
Arthur Mclvor	√
Carolyn Godfrey	√
David Martin	√
Eilidh Steele	√
Geoff Brown	√
Gillian Burnett	√
Graeme Robertson	√
Hugh Duffy	√
Iain Macdonald	√
Iain Whyte (Councillor)	√
Katie Sturgeon	√
Kim Mitchelhill	√
Lesley Johnston	√
Linda Stewart	√
Louise Ross	√
Mariana Forsyth	√
Morag Kinnaird	√
Morag Riley	√
Naomi Crowley	√
Rona Fraser	√
Ruth Gray	√
Sharee Mackerron	√
Tom Christie	√