

**Viewforth High School  
Parent Council Meeting  
5<sup>th</sup> September 2022  
Minutes of AGM**

1. **Present** – Alex Tomlinson (Chair), Lisa Moore (Head Teacher), David Hay, Jennifer Fenelon, Mark Reid (Treasurer), Charlotte Overstone
2. **Apologies** – Ree Murray
3. **Minutes of Previous Meeting** - accepted as accurate and approved offline on the 27<sup>th</sup> June 2022.

4. **Ongoing Actions (Matters Arising)**

Name	Action
<b>Alex</b>	1. To work with Mark in identifying funding for picnic benches once the preferred type, number and cost have been provided. <b>(On Hold – Lisa to get in touch with Space Strategies)</b> 2. To update the constitution for the website. – <b>Completed</b> 27/06/2022 3. To update Parent Council members for the website. – <b>Completed</b> 18/08/2022 4. To liaise with Lisa on the dates for meetings in session 2022/23. – <b>Completed</b> – 27/06/2022
<b>Lisa</b>	1. In August 2022, to ask staff planning to run extracurricular activities if there are any areas that the Parent Council could apply for funding that would help. <b>(See Head Teacher’s update for information – School Trips)</b> 2. To liaise with Alex on the dates for meetings in session 2022/23 – <b>Completed</b> 27/06/2022
<b>Mark</b>	1. To continue to work in conjunction with Alex to see if there are any suitable funding opportunities that could be presented to the school. – <b>Completed</b> - ASDA Fund Grant for £744 obtained – August 2022 2. Review the Awards for All Government scheme as this could be a potential fundraising avenue.

5. **AGM Items:**

- a. Review of the work of the Parent Council
  - i. A) to raise and discuss matters of mutual interest relating to the education and welfare of pupils.
  - ii. B) to promote the role of the Parent Council to the Parent Forum in order to encourage optimum parent participation.
  - iii. C) to promote close co-operation and communication between parents and teachers.
  - iv. D) to promote equality and fairness
  - v. E) to engage in activities which support and advance the education of pupils attending the school.

**Agreed to keep work of the Parent Council as stated above.**

- b. Approval of the previous meeting minutes  
**Approved offline on 27<sup>th</sup> June 2022.**
- c. Review and approval of the previous year's balance sheet  
**The balance sheet is £0.**
- d. An update of Members of the Parent Council Membership.
  - i. Initially Reviewed over the summer break.
  - ii. Members: Charlotte Overstone, Alex Tomlinson, David Hay, Jennifer Fenelon, Ree Murray.
  - iii. Associate Members: Lise Otoadese.
- e. The resignation of all Office Bearers.  
**Alex Tomlinson resigned as Chair and Mark Reid resigned as Treasurer.**
- f. The election of all Office Bearer positions  
**Alex Tomlinson re-elected as chair for session 2022/2023. Proposed by Charlotte Overstone, Seconded by David Hay.**  
  
**Mark Reid re-elected as Treasurer for session 2022/2023. Proposed by Alex Tomlinson, Seconded by Jennifer Fenelon.**
- g. A review and update of the Constitution.  
**Version 2.3 of the Constitution was reviewed and accepted as still accurate.**
- h. Agenda items of the Parent Council  
**No Questions were received.**
- i. Any items submitted to the Parent Council by the Parent Forum  
**No items of AOCB were discussed.**

## 6. Head Teacher's report – Lisa M

### Return to school:

- Really positive start to term 1. The current school roll is 709 pupils.
- S1 pupils have settled in really well.
- School uniform across the school community is of a really good standard.
- A significant amount of school uniform has been purchased and issued to families where required.
- A whole range of extra-curricular clubs have started – sport, music, drama, film, sewing & textiles and an eco-club.
- The fully elected senior pupil leadership team is now in place.

### Staffing:

#### New Staff:

- Scott Jamieson – Principal Teacher of Science and Technology.

- Leanne Campbell – Transition Teacher to support transition from P7 to S1 and to support learners in S1 – S3 who need additional help with literacy and numeracy.
- Claire Christie – Music Teacher
- 4 Probationer Teachers:
  - Rebecca Feeney – Spanish
  - Kirstin Gourlay – Biology
  - Monika Korabioswka – Geography and Modern Studies
  - Sarah Loudon – Craft, Design and Technology

#### **SQA Results:**

- There has been an increase in attainment following this year's SQA exams in the 9 key measures which are used nationally.
- A more detailed attainment report will be provided at the next Parent Council Meeting.

#### **School Trips:**

- School trips can now resume.
- There are a few being planned and more in the pipeline:
  - **Drama**  
3<sup>rd</sup> year trip to the Sky Academy in Livingston.  
Nat 5 and Higher pupils have 2 theatre trips planned that will support their coursework.
  - **English**  
There is a large Advanced Higher English class this year. Their trip will be to the Bronte Parsonage Museum in Haworth.
  - **Geography**  
Nat 5 and Higher pupils will have a field trip to Dynamic Earth in Edinburgh.
- A possible area to focus for funding would be to support school trips to ensure that there is no financial barrier to any young person going on a trip. Lisa to send Mark brief details of the currently planned trips so that he can identify possible funding matches.

#### **Developing the Young Workforce**

- There are 2 Developing the Young Workforce co-ordinators – Carrie Beesley and Joanne Stewart.
- Lisa would like to invite Carrie and Joanne along to the next Parent Council meeting on the 26<sup>th</sup> September so that they can present what they are involved in and discuss ways in which the Parent Council can support them.

#### **7. Members Questions (raised in the meeting)**

What is the situation on Computing Science within the curriculum? When will this be offered as part of the curriculum at Viewforth High School?

A decision has been taken to remove Computing Science from the curriculum as we have been unable to recruit a computing teacher. Unfortunately, the recruitment of

Computing teachers is challenging nationally as this is a shortage subject. Fife College are supporting Fife schools with the delivery of National 5 Computing Science. We had hoped that they would also be in a position to offer Higher Computing, however due to limitations of staffing, this has not been possible. This situation will be reviewed again for next session.

## 8. AOCB

Duke of Edinburgh – For pupils who have completed the 3 sections but not the expedition due to the covid restrictions over the past couple of years – what is the way forward?

Alistair Stewart is progressing this. Lisa will contact Alistair to get an update for pupils who have gone through the course previously but because of restrictions have not yet been able to complete their Bronze or Silver Award by taking part in the expedition.

## 9. Actions Arising from the Meeting

Name	Action
<b>Lisa</b>	<ol style="list-style-type: none"> <li>1. To get in touch with Space Strategies to see if progressing the benches through funding is required.</li> <li>2. To email Mark with a summary of the proposed trips so that the appropriate grants can be obtained.</li> <li>3. To email Alex with the email addresses of the Developing the Young Workforce Co-ordinators so that they can be invited to the next meeting.</li> <li>4. To get in touch with Alistair Stewart about progressing the Duke of Edinburgh Award for pupils who have completed the sections but not yet been on an expedition and report back on the findings.</li> <li>5. Create a more detailed SQA attainment report to be shared in the next meeting.</li> </ol>
<b>Alex</b>	<ol style="list-style-type: none"> <li>1. Alex to invite Carrie Beesley and Joanne Stewart – Developing the Young Workforce Co-ordinators to the next meeting on the 26<sup>th</sup> September.</li> <li>2. To work with Mark in obtaining appropriate grants for the upcoming school trips.</li> </ol>
<b>Mark</b>	<ol style="list-style-type: none"> <li>1. Once information has been sent through from Lisa about the upcoming trips – work with Alex in identifying possible grants to secure funding to assist with the proposed trips.</li> </ol>

## 10. Date & time of next meeting

The next meeting is scheduled on Zoom on Monday 26<sup>th</sup> September 2022 at 6:30pm.