# 

# **PENICUIK HIGH SCHOOL PARENTS’ ASSOCIATION MEETING**

## **MONDAY 29TH JANUARY 2018**

## **AT 7 PM IN PENICUIK HIGH SCHOOL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Present** | | | | **Apologies** | | | |
| Josie Adamson (Depute Head)  Helen Armstrong (Parent, Chair)  Julie Begbie (Parent)  Liz Davidson (Parent)  Gillian Drummond (Parent)  Lana Easton (Parent)  Petya Furnadzhieva (Parent)  Keith Murphy (Teacher)  Pauline Pender (Parent, Treasurer)  Suzanne Yule (Teacher)  Lynsey Weir (Minute Clerk) | | | | Lynn Bertram (Parent)  Amanda Crawshaw (Parent)  Mark Edie (Head Teacher)  Fiona Griffith (Parent)  Jennifer Martin (Parent, Vice Chair)  Gillian Shepherd (Parent)  Jim Young (Business Link) | | | |
|  | |  | | | **ACTION** | |  |
| **1.0** | | **WELCOME AND APOLOGIES** | | |  | |  |
| **2.0** | | 1.1) Welcome, Apologies  HA opened the meeting by welcoming all. Apologies were noted.  **APPROVAL OF PREVIOUS MINUTE 281117**   1. Minute approved. | | |  | |  |
| **3.0** | | **SCHOOL ACTIVITIES WEEK**   1. Suzanne Yule attended to discuss this year’s School Activities Week. A programme of options was shared with parents. There are a variety of options available for pupils to participate in including free and paid events including day excursions. This will be sent out to pupils soon with a deadline for application around the 9 February. | | |  | |  |
| **4.0** | | **MALAWI PARTNERSHIP**   1. Keith Murphy attended to discuss the schools link with Namadzi in Malawi. This year we have supported our partnership village with providing 30 used condition laptops for use within the local school. We are now looking to provide routers and fund this but are also thinking about long term sustainability of yearly upkeep costs for internet use. This is envisaged with help from the Parents Association or funds from a Burnt Out Records gig. 2. Future plans:  * Provide support to establish internet access in the school. * Capital spend: Classroom Block / Teachers Block / Assembly Hall. * Consolidate current electricity supplies through renewable sources. * Help establish ‘double shift’ school to provide vocational education and training. * Reciprocal partnership visit pencilled in for June 2019. * We hope to bring 2 members of staff and 2 pupils from Namadzi back to Penicuik to spend 10 days with us. | | |  | |  |
| **5.0** | | **HEAD TEACHERS REPORT**   1. Welcome to Suzanne Yule from St David’s. 2. Successful S4 Work Experience week. JA to get back to HA regarding parents place of work joining the list of options available to pupils. 3. Newbattle High School are moving into a new building. We have secured some chairs for use with Staff and Pupil Common Rooms. 4. Mr Edie represented PHS at the funerals of Mr Chalmers and Councillor Montgomery. 5. Merit Awards ceremony went well. 6. Wonderful Christmas concert and dances. 7. Christmas service held on the final day of school with the S6 Nativity. 8. Hugely successful Christmas Hamper appeal with 30 hampers being made. 9. S4 Parents evening was well attended. 10. A new male Youth Worker has joined the school. 11. We are currently in a good position with teaching posts compared to other areas who are struggling to find staff and cover classes. | | | JA | |  |
| **6.0** | | **TREASURER ROLE**   1. HA thanked LD for her 6 year assistance in the role of Treasurer, many thanks for her commitment. Flowers were presented. 2. Pauline Pender has taken over the Treasurer Role as proposed by Helen Armstrong and seconded by Gillian Shepherd. | | |  | |  |
| **7.0** | | **FUNDING REQUESTS**   1. Funding was requested for the Malawi internet connection as per Keith Murphy’s presentation, it was agreed to fund £300 for 6 months connection. PP to issue cheque. 2. JA advised that some staff members are running the Penicuik 10K, it was suggested that perhaps a fundraising page be set up for pupils and parents to sponsor. 3. HA asked if we could host a parent/pupil/teacher ceilidh within the school hall. JA advised this would be a good possibility. This will be something for the fundraisers to take forward. HA to email JA with the link to the Doodle poll where potential event organisers are entering available dates for a preliminary meeting. JA will circulate the link to staff. 4. HA advised that at a previous meeting it was agreed for the school to provide a ‘wish list’ which we could use to raise funds for. Suggestions raised include:  * Internet connection costs for Malawi Partnership. * Outdoor furniture for school garden area. * Class set of Ipads. | | | PP  HA  JA | |  |
| **8.0** | | **SOCIAL EVENT / FUNDRAISER**   1. HA advised that a separate fundraising email contact group has been set up. A recent fundraising meeting did not attract many parents but we will try again. HA to organise a date. | | | HA | |  |
| **9.0** | | **50/50 CLUB**   1. GS not present at meeting so no update available. | | |  | |  |
| **10.0** | | **TREASURERS REPORT**   1. LD and PP have met and handed over the Treasurer role and account details. 2. PP advised that the current balance is £2,640.69 as at December 2017. 3. The 50/50 club raised £255 in December and £250 in January. Half of this is given out in prize money. | | |  | |  |
| **11.0** | | **YPI**   1. JA advised that this year the final will be held within the afternoon rather than the evening as a trial (Tuesday 20 February, 1.30pm). Volunteers requested from the Parents Association for judging panel and refreshments stall. PP to email the wider parent body via the school office requesting help or home baking donations. PP to liase with JM regarding running a refreshments and tombola stall. GD suggested contacting local businesses for raffle prize donations. | | | PP /JM | |  |
| **12.0** | | **COMMUNICATON WITH PARENTS / CARERS**   1. HA advised that the Parents Association will not be changing its name. 2. HA and GS will take forward the production of a video about the PA to go on the website when they have time. 3. GD suggested that photos of those who regularly attend the Parents Association meetings could be posted onto the web page in order to provide a face rather than just a name as a point of contact. 4. JA highlighted that the school website is not as good as it could be and we would welcome any help from parents in re-designing or assisting with this. There are already Parents’ Association web pages that HA keeps up-to-date. They are very simple currently however with no photos. PP agreed to assist with Improving the school website. JA and PP to discuss further. 5. LE suggested emailing all parents to ask for volunteers for assistance with various forms of learning so that a database can be set up for future use. LD suggested also asking parents at P7 Parents Night. 6. PP suggested creating a flyer to inform Parents of who we are and what we do. 7. It was decided that the priority is to organise a social event, such as a ceilidh, ideally including parents, staff and pupils. The other ideas will be taken forward as and when possible. | | | HA / GS  JA / PP | |  |
| **13.0** | | **AOB**   1. HA advised of the school Eco Committee who would welcome any parents to attend meetings and provide support. Anyone interested should contact Alison MacFadyen, principal science teacher. 2. HA highlighted that the SPTC AGM and Lecture takes place on Thursday 8 February.   The date of our next meeting is Tuesday 27 March 2018 at 6.45pm, held within Penicuik High School. Future meeting dates are Wednesday 2 May 2018. | | |  | |  |
|  | **Name of Chairperson:** | |  | | |  | |
|  | **Signature of Chairperson:** | |  | | |  | |
|  | **Date Minutes Approved:** | |  | | |  | |