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

## **WEDNESDAY 30 JANUARY 2019**

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

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| **Present** | **Apologies** |
| Helen Armstrong (Parent, Chair)Julie Begbie (Parent)Sharon Bravey (Parent)Lorna Glasgow (Parent)Susan Mills (Parent)Pauline Pender (Parent, Treasurer)Gillian Shepherd (Parent, 50/50 Club)Jenny Sprott (Parent, Vice Chair)Lynsey Weir (Minute Clerk) | Lyn Bertram (Parent)Mark Edie (Head Teacher)Petya Furnadzhieva (Parent)Alison McKenzie (Parent)Sandra Vick (Parent)Jim Young (Business Link) |
|  |  | **ACTION** |
| **1.0** | **WELCOME AND APOLOGIES** |  |  |
|  | 1.1) Welcome, Apologies HA opened the meeting by welcoming all, especially our new attendee. Apologies were noted.  |  |  |
| **2.0** | **APPROVAL OF PREVIOUS MINUTE 271118**1. Helen Armstrong advised she is awaiting a response from Diane Burgess, Depute Head Teacher, to provide an update on existing equipment and service arrangements. HA to chase.
2. Diane Burgess to provide an update on S6 supporting fundraising ideas.
3. Helen Armstrong has not yet found out what the privacy implications would be of creating a parent /carer skills database. It was agreed to leave this at present, not only due to data protection issues but also as responses from parents / carers are not always forthcoming and contact details change regularly. Helen Armstrong suggested that teachers continue to make requests for assistance from parents / carers as necessary via the school newsletter; the PA Facebook page and Website and the school email list. All agreed.
 | HADB |
| **3.0** | **TREASURERS REPORT**1. Pauline Pender advised that the bank balance as at the start of December is £3,212.94.
2. We are awaiting £24.25 in cheques to be cashed.
3. The 50/50 club has raised £245 of which 50% has gone into PA funds.
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| **4.0** | **50/50 CLUB**1. Gillian Shepherd advised that the draws for November and December still have to be carried out. GS to action.
2. Winners will be announced on the Facebook page.
3. GS explained how the 50/50 Club works for our new attendee.
 | GS |
| **5.0** | **FUNDING REQUESTS**1. Susan Mills asked if we could fund school swimming hats with PHS written on them to be used at Midlothian and Scotland swimming competitions. This year in particular there are several entrants from PHS. It would cost £141.90 for 25 hats. All agreed to fund this. Susan Mills to progress this.
2. Chrome books and protective covers costing to be finalised with Diane Burgess.
 | SMDB |
| **6.0** | **FUNDRAISING IDEAS**1. We are awaiting details of the Race Night fundraiser, to be held in the summer term to raise funds for Malawi, in association with the school. It has probably been put on the back burner due to staff absence and high workloads . HA to advise once known.
 | HA |
| **7.0** | **PHS ASSOCIATED SCHOOL GROUP CAMP**1. Pauline Pender asked whether a cost had been established for the Cluster P7 camp and whether there would be an opportunity to spread the cost over several months? [Note that this has now been resolved.]
2. It was noted that no official information has been sent home regarding details of the camp from the schools. Due to budget cuts within Midlothian Council and teachers retiring who have previously volunteered for this camp there is a risk that it may not go ahead. .[The ASG camp is going ahead as normal. Diane Burgess, Deputy Head Teacher, is the contact,]
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| **8.0** | **EXAM / PATHWAYS INFORMATION EVENING - FEEDBACK**1. Following a suggestion from a previous Parents Association meeting for more information on Exams and Pathways the school held an information evening. Julie Begbie attended this and gave an overview on the content. Overall it was a useful evening but not so greatly attended. All information and links are now on the school website. A repeat session held during the day for both S3 /S4 pupils and their parents would be useful.
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| **9.0** | **CONNECT INFORMATION & TRAINING SESSION**1. Helen Armstrong explained that Connect is the new name for the Scottish Parent Teacher Council. Connect offer online training sessions and would also be willing to attend and host an information session for the Cluster schools. Helen has suggested that once the new Head Teacher has been appointed we could host a session. Connect have offered the opportunity to host a presentation before the Summer for all the Cluster schools to attend.
2. Pauline Pender shared experiences of previous training sessions. They provide a good opportunity to learn and share information.
3. It was agreed that Helen Armstrong would agree a date with Connect to run a session with the Cluster schools and surrounding areas during the Summer term. Promotion could be via the Cluster schools, Facebook, websites and emails to all parents. Connect use the Eventbrite booking system so numbers booking can be monitored.
4. We would need to book a room big enough for 10 – 20 people and we would need to ask the school to provide a computer projector, laptop and screen.
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| **10.0** | **PARENTS ASSOCIATION LEAFLETS**1. Helen Armstrong asked whether we should have a supply of our Parents Association leaflets printed for use at Parents Events, especially those for P7 pupils, possibly for Cluster schools P7 school bag drops and also to go out at the start of the year to all PHS parents. The cost of this can be re-claimed from Midlothian Council. Pauline Pender to organise for 1,000 to be printed.
 |  PP |

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| **11.0** | **AOB**1. Helen Armstrong advised that volunteers from the Parents Association are likely to be asked to participate in the interviews for the new Head Teacher. A training session may be provided prior to this. Four people volunteered to take part. Any other interested parties to let Helen know. She will then communicate with the school.
2. The date of our next meeting is Tuesday 28 March 2019 at 6.45pm, held within Penicuik High School. Future meeting dates are Wednesday 1 May, these dates are confirmed and are within the school calendar.
 | ALL |
|  | **Name of Chairperson:** |  |  |
|  | **Signature of Chairperson:** |  |  |
|  | **Date Minutes Approved:** |  |  |