

**Minute of the Parent Council Meeting held on
Tuesday 3 November 2015 at 6.00pm in the Principal's Office**

Present: Jackie Smith (Chair)
Ollie Clegg (Deputy Chair)
Lewis Paterson (Acting Principal)
Ken Campbell (Treasurer)
Amanda Campbell
Kristyna Macsween
Anne-Marie Mooney (Minutes)

1. Minute of the last meeting

The minute of the meeting held on 15 September 2015 was approved as a correct record.

Matters Arising:

Positive Action Funding

Lewis to confirm the timescale for review of positive action funding for secondary schools.

2. Principal's Report

Lewis outlined his initial perceptions of the school, he has received a warm welcome from our young people.

Lewis advised that Monica Webster is now covering maternity leave for Kate Aitken, Music teacher. The recruitment process is underway to fill our vacant Deputy Head Post. The first round of interviews will be held this week, we have received a favourable amount of applications from both internal and external candidates which is encouraging. A second round of interviews for a short leet will follow, hoping to have someone in post by Christmas.

Lewis confirmed that the Senior Management Team currently are: Janet Walker, Deputy Head Teacher; Pauline Sharp, Acting Deputy Head Teacher and Lewis is Acting Principal with responsibility for Leisure & Recreation ie. the whole Centre until end of June 2016. Ollie asked if the post of Principal became vacant would it be advertised. Lewis confirmed that it would.

Andrew Kerr, Chief Executive of City of Edinburgh Council visited the Centre recently and was impressed with the work that was being carried out.

Lewis reported that our overall attendance for October was 93.7% which is very good and a credit to all parents. The school is currently ranked at 10th out of 23 City of Edinburgh secondary schools.

Lewis is planning to meet with parents of pupils from our Cluster Primary schools to promote the school and reinforce the message that attainment here is just as good as it is at other secondary schools.

Lewis has been reviewing the School Improvement Plan and is meeting with Curriculum Leaders to discuss how we continue to progress. We are looking to improve our current tracking and monitoring system. Heriot Watt University have been approached but were unable to help. Staff have looked at other systems being used in schools in the city, Lewis looking at creating a replacement that would incorporate our requirements and provide an overview across subjects, classes and individual students.

Lewis has asked that all staff review use of paper throughout the school and use ICT more efficiently to cut down on paper costs.

3. Treasurer's Report

Ken advised that a payment to the school for Department bids as agreed at the last meeting had been made, there is less in the account that there was at the same time last year.

It was agreed to invite Mairi Ritchie who co-ordinates fundraising for the school's nominated charities and two representatives from the Student Council to the next meeting to discuss possible fundraising activities and to look at potential matchfunding prospects e.g. Lloyds TSB/RBS.

Jackie suggested that we host an SPTC training or information session to exchange ideas with other Parent Councils. We would need a minimum of 10 attendees to make it viable and provide refreshments. Kristyna suggested that Hospitality students could provide catering.

4. AOCB

Ollie asked if there has been any progress on future plans for provision of an all weather synthetic (3G) sports pitch; WHEC is the only Edinburgh Secondary school without a synthetic pitch. Lewis has attended a meeting recently about possible refurbishment of our leisure facilities. Kristyna advised that Heriot Watt University are using the sports halls. Ollie to contact Sheila Paton for an update.

Date of Next Meeting – Tuesday 9th February at 6.00pm