



## GENERAL MEETING

Date	3 <sup>rd</sup> October 2018
Time	6.00PM
Venue	Tiree High School
Present	Present: Graham Wilks, Jaclyn McNeil, Catriona Barbour, Will Wright, Elspeth MacKinnon and Jen Skinner Trust Staff: Louise Reid

### 1. Welcome and Apologies

- WW and JS welcomed all present to the meeting. Apologies were received from Mairi Forbes, Iona Larg, Jayne Smith, Jo Vale, Sian Milne, Fiona Armstrong, Julie MacLennan and Angus John MacKechnie.

### 2. Update From Reviews

- It was noted that School Reviews took place between 20<sup>th</sup> -23<sup>rd</sup> August. Members of the education team for Argyll and Bute alongside the Area Education Manager (Alice MacDonald) visited Tiree High School to look at a range of things.
- A draft report will be created referencing four quality indicators. After the draft is created it will be sent to Tiree High School Staff, with an opportunity to feedback on. After the final report is agreed there will be an opportunity for parents to view it. It was noted that the report will have some overlap with the school improvement plan.
- Verbal feedback has been received, however at present there is no completion date for the report. It was agreed to hold a PTA meeting when the report is received to discuss the findings. **GW will continue to chase.**
- An issue was highlighted with pupil study periods, whereby currently there is no common room. It has been actioned that pupils will now be allocated a teacher during study periods.
- At present there is no available space for a common room. As numbers begin to grow there may be an opportunity to look at this in the future.
- It is hoped that the medical room will be complete and ready for operation after the October Holidays.

### 3. Supervision Policy at School (Beginning and end of School Day)

- Some concerns have been raised regarding the drop of and collection of children. It is thought that there is a lack of supervision during these times and that pupils are at risk from passing traffic.
- It was suggested that a barrier be reinstated at the front entrance, which may deter pupils from nearing the road.
- It was previously agreed that Tommy would supervise pupils in the morning and at home time. This action will come into effect imminently.
- The issue has also been discussed with June Graeme (Road Safety, Argyll and Bute Council) however no feedback has been received as yet. It was agreed to chase this up. **Parent Council to action.**

### 4. Exam Results

- GW gave an overview of the exam results achieved, this was discussed and it was noted that overall results were very positive, with Tiree High School placed 6<sup>th</sup> out of 10.
- A member of the council asked if private tuition had any impact on these results. It was suggested that it is impossible to tell.



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### 5. Staffing

- It was noted that there are various changes to staffing upcoming. These are as follows:
  - Grace Mackinnon (**post name**) has handed in notice
  - Tommy Monaghan (Janitor) is retiring
  - Sarah Goode (**post name**) has handed in notice
  - A vacancy for an Education Worker is due to be advertised
  - A vacancy for Principle Primary Teacher is currently being advertised
  - Will Wright (Active Schools) has handed in notice, this post will also be advertised.
- A member of the council asked for clarification as to the process undertaken in the case of a member of staff potentially not providing a consistent level of education.
- It was noted that there is a clear process which is undertaken, whereby support is offered in the first instance, for example additional training needs identified, targets set out and lesson observations etc. The second stage of the process is to set out firmly agreed targets which must be met. The third stage is to enter a disciplinary process. **GW** assured the parent council that if there is an issue with a member of staff this process will be carried out until the issue is resolved.
- There are two types of lesson observations that can take place. A formal observation, scheduled in advance with the teacher, and a learning walk which is an unplanned visit, where the observer can attend the lesson unannounced.
- It was noted lesson observations are currently being carried out by Upper Management.

### 6. After School Classes

- It was noted that the number of afterschool classes have dropped.
- **WW, CB and JMN** all agreed to volunteer to run Beavers.
- **Duke of Edinburgh** is continuing and it is hoped 6 pupils will receive the Bronze award this year. It was noted Willie MacKinnon will be attending some additional training. It is hoped the Silver award will be offered next term.

### 7. Nesbit Trust

- **EMK** has drafted a letter to the Nesbit Trust from the Parent Council. It was agreed to circulate this **EMK to action**.

### 8. Update from School Nurse

- Medical Room on Schedule
- Talk from Nurse- Deferred

### 9. Fundraising

- Ongoing, a member of the council suggested Rudolph Card would be a good fundraising idea.

### 10. School Trips

- Working Well

### 11. Meetings and Communications

- It was agreed all minutes would be circulated and each meeting be transparent, with all discussions being made available to all members.
- It was agreed to hold four meetings per year.

### 12. AOCB

- **EMK** described a proposal in conjunction with Tiree Community Development Trust, whereby pupils would be invited to learn about job opportunities on the island after leaving school, such as going into a trade, or opening a business. It was also suggested to hold a survey within local businesses, to ascertain which skills are missing on the island.

### 13. DONM

- The date of the next meeting shall be: 21<sup>st</sup> November