

# Minutes of Marr College Parent Council Meeting

## Wednesday 6<sup>th</sup> March 2019



**Present:** Hilary Ramage – Chair, George Docherty – Head Teacher, Timothy Wight – Vice Chair, Kate Dunn – Treasurer, Lindsay Campbell – Secretary & Katherine Woodhouse – Minute Secretary

**Council Members:** Alan Blackwood, Angela Malcolm, Clair Milne, Duncan Beckwith, Katie Atkinson, Kaye Matthews, Laura McGarrity, Lindsay Connell & Cllr Bob Pollock

**Apologies:** Ady Allan, Joy Paul, Julie Cotter & Mark Fitzpatrick

	Action
<p>1. <b><u>Welcome and Apologies</u></b> Hilary welcomed those in attendance and apologies were noted from those unable to attend.</p>	
<p>2. <b><u>Captains Report</u></b> Caitlin provided an update from the Captains.</p> <ul style="list-style-type: none"> <li>• Fundraising – ‘Purple Friday’ dress down day in aid of LGBT Scotland organised by Miss Pringle raised £600.</li> <li>• The final of the YPI was won by an S5 group in support of the charity ‘Beautiful Inside and Out’. The group raised an additional £500 for the charity as well as the £3000 award.</li> <li>• Regular assemblies for each year group are now taking place with the recent focus being on litter.</li> <li>• The captains are in the process of preparing a leaflet detailing all the different groups and activities in the local community which will be available at the P7 transition evening.</li> <li>• Special assemblies to commemorate 100 years since the death of C K Marr were held on 15<sup>th</sup> February; special guests were invited to one of the assemblies including members of the Marr Trust.</li> <li>• Extra-curricular activities – DoE awards presentation was held recently, marking another successful year for Marr students.</li> <li>• The school production this year is Grease and lead roles have been allocated to Katy Ramage and Scott Rodger.</li> <li>• Supported study sessions started prior to Christmas and a timetable has been put together offering a choice of sessions. A study café has also started in Dundonald.</li> </ul>	
<p>3. <b><u>Approval of Minutes and Matters Arising</u></b> The minutes of the meeting held on 9<sup>th</sup> January 2019 were approved by Kate Dunn and seconded by Lindsay Campbell and the outstanding actions reviewed as follows:</p> <p><u>Matters Arising</u></p> <ul style="list-style-type: none"> <li>• Expressions app – following a few complaints, George had spoken to Expressions who are advising people to visit their website if they have a particular problem and they will attempt to resolve it directly. He will share this information via GroupCall.</li> <li>• Communications Group – Hilary has still to speak to the office before preparing a flow chart on communication with the school.</li> <li>• Last day of term – George will raise this at assemblies, but the school expects students to be in attendance on the last day and this message should be reinforced at home by parents.</li> <li>• George advised that S6 had voted for a trip to Alton Towers before they finish school, on Tuesday 23<sup>rd</sup> April. Letters have gone out and confirmation of numbers is required by 8<sup>th</sup> March in order to qualify for a small discount. Unfortunately, one of the main teaching unions has balloted their members about strike action that day, however George will ask those members of staff who are not in that union to attend the trip. He would also like to arrange a celebration event on Wednesday 24<sup>th</sup> April and perhaps invite parents along to this – the students’ views will be discussed at</li> </ul>	HR

<p>assembly this week.</p> <ul style="list-style-type: none"> <li>• Cllr Pollock advised that Police Scotland have an action plan this year for dealing with youth disorder around particular trigger dates, including the last day of school.</li> </ul>	GD
<p>4. <b><u>BGE Tracking &amp; Reporting – George Docherty</u></b></p> <p>George gave a presentation highlighting the key changes regarding BGE tracking and reporting.</p> <ul style="list-style-type: none"> <li>• Tracking &amp; reporting will no longer use 'Developing, Consolidating and Secure' as a means of measuring progress but will introduce language that can be better understood and demonstrates where a young person is within a level, i.e. making good progress, making very good progress, etc. This started off as a consultation and the pilot scheme has now been running in a couple of schools.</li> <li>• Years 1-3 will receive 3 tracking reports a year and one full report, thus reducing the length but increasing the frequency of reports, bringing them in line with S4-6. Additional feedback can be provided by various methods in addition to tracking reports, i.e. learning conversations, review meetings, parents' evenings, etc.</li> <li>• The evidence for change is around improving learning and attainment and helps to monitor the progress of young people.</li> <li>• The structure of the report is not finalised yet and is still under review.</li> <li>• Parents felt that the more regular tracking reports would be of benefit and the different language an improvement.</li> <li>• Hilary questioned how parents would know how far through a level a child is and asked whether it would be possible to illustrate this, perhaps in percentage terms.</li> <li>• Kate was of the opinion that the assessment marks on a report were more useful than the language and this would still be the case with the new format.</li> </ul> <p>George agreed to feed back parents views to Marion McAdam and will present further information on this nearer the summer.</p>	
<p>5. <b><u>School Budget – George Docherty</u></b></p> <ul style="list-style-type: none"> <li>• Due to a deficit in the Education budget there will be no carry forward next year and the budget will be tight. George has had no further information about how much the school will be awarded but as soon as he is notified of any potential budget changes he will advise the Parent Council. With this in mind, he has given each department a 20% advance on the budget which he will get back next year. He suggested it may be useful if a couple of parent volunteers attend the next budget management meeting.</li> <li>• The Pupil Equity Fund (PEF) is available to support young people who are most disadvantaged in the area and is set at £1,200 per pupil. Marr received a total of £43,200, which is not a huge amount compared to other schools. Cllr Pollock asked how PEF is allocated. George advised it is calculated on the number of pupils who qualify for free school meals. The number of eligible families at Marr has increased by about 3% which equates to an increase of £4,800. The more families who are aware of their entitlement for free school meals and register, the more funding the school will receive. George is aware of the need to be more proactive in sharing this fact with families to encourage them to register and felt that more focus should be given to this matter at a future meeting. Cllr Pollock would be keen to pursue this and suggested raising awareness by writing about it in his Going Out statement.</li> <li>• On a separate issue George is having a meeting on 21<sup>st</sup> March to discuss CAMHS as he is aware that the Scottish Government are about to release £160m to fund school nursing.</li> </ul>	BP  GD
<p>6. <b><u>Staffing 2019/2020 – George Docherty</u></b></p> <ul style="list-style-type: none"> <li>• The projected school roll for next year is 917 (890 at the moment but census roll is 916). Staffing will not change and no members of staff will be declared surplus.</li> <li>• Current staffing includes full time staff, some temporary staff and one maternity cover. Will use the temporary staff to bid for NQTs (currently have one NQT). The equivalent of one temporary teacher is 5 NQTs.</li> <li>• Advertising for 2 English teachers with a closing date of 31<sup>st</sup> March – one full time vacancy and a maternity cover for one year.</li> <li>• Guidance teacher post will be re-advertised in May.</li> </ul>	

<p><b>7. Thematic Inspection Visit 28<sup>th</sup> March 2019 – George Docherty</b>  This is an Education Scotland initiative and the focus is on pupil and parent participation.</p> <ul style="list-style-type: none"> <li>• Two inspectors will attend and will start the visit with a scoping meeting. They will meet with groups of pupils, parents and members of the community. They will be observing pupil participation in the classroom rather than a traditional classroom visit. The initiative is more about involvement versus engagement therefore they will be interested in the student council, LGBT allies, daily dozen, student improvement plan, dyslexia awareness, careers/options evening, etc.</li> <li>• George is looking for volunteers to join that day for focus groups, preferably those who have been involved in events that have been run in school. Hilary will send out an e-mail around the Parent Council and George will contact some parents who have been involved in other groups. Looking for groups of 8-10 parents and other community partners.</li> </ul>	HR/GD				
<p><b>8. Treasurer’s Report – Kate Dunn</b></p> <ul style="list-style-type: none"> <li>• Kate advised that the bank account has now been set up and the old account will be closed. Angela will write a cheque to transfer the money from the old account.</li> <li>• Alan advised that he still receives correspondence from the bank which has been sent on to him from the school – Kate will ask the office to hold onto any such correspondence and she will check it periodically to make sure it is nothing of importance.</li> <li>• Lindsay noted that in future the AGM minutes should reflect the full names of new office bearers as the bank referred to these minutes for confirmation of office bearers when opening the new account.</li> <li>• Kate suggested coming up with ideas for how to spend the money in the bank account which is currently about £1800. One item George suggested was a Parent Council pop-up banner that could be used at school events. These are currently being produced for other areas at a cost of £65 each. He will ask Technical/Art departments to come up with a suitable design for the banner.</li> <li>• George advised he has also purchased a notice board for the Parent Council so that notices of forthcoming meetings, copies of minutes etc can be displayed. There will also be big display boards to share information about what pupils are doing.</li> </ul>	KD  KW  GD				
<p><b>9. Communications Group Update/Show My Homework – George Docherty</b></p> <ul style="list-style-type: none"> <li>• George advised that John Higgins and Veronica Mitchell are looking at communications within the school, following which the communications policy document will be complete.</li> <li>• Show my Homework has now been ordered but it will not be implemented until June therefore the licence will start from then. In early May the SMH rep will come in to train staff and it will be launched initially with the junior school and rolled out to the senior school at the start of September once all the timetable changes have been processed. The overall cost is £400 a year more than having diaries. The school has managed to fund this and will review it over 2 years.</li> </ul>					
<p><b>10. Consultation on School Holidays 2020/21</b>  A consultation with Parent Councils had been received from SAC regarding 2 options for school holidays for academic year 2020/21 as below:</p> <table border="1" data-bbox="188 1664 1204 2020"> <tr> <td data-bbox="188 1664 327 1825">Option 1</td> <td data-bbox="327 1664 1204 1825">Schools will close on Friday 12<sup>th</sup> February 2021. In-service day on Tuesday 16<sup>th</sup> February and re-open to pupils on Wednesday 17<sup>th</sup> February 2021. Schools will close on Friday 28<sup>th</sup> May 2021 and re-open on Tuesday 1<sup>st</sup> June 2021.</td> </tr> <tr> <td data-bbox="188 1825 327 2020">Option 2</td> <td data-bbox="327 1825 1204 2020">Schools will close on Friday 12<sup>th</sup> February 2021. In-service day on Monday 15<sup>th</sup> February and re-open to pupils on Tuesday 16<sup>th</sup> February 2021. Schools will close on Thursday 27<sup>th</sup> May 2021 and re-open on Tuesday 1<sup>st</sup> June 2021.</td> </tr> </table> <p>Hilary asked for a show of hands for each option and the majority voted for Option</p>	Option 1	Schools will close on Friday 12 <sup>th</sup> February 2021. In-service day on Tuesday 16 <sup>th</sup> February and re-open to pupils on Wednesday 17 <sup>th</sup> February 2021. Schools will close on Friday 28 <sup>th</sup> May 2021 and re-open on Tuesday 1 <sup>st</sup> June 2021.	Option 2	Schools will close on Friday 12 <sup>th</sup> February 2021. In-service day on Monday 15 <sup>th</sup> February and re-open to pupils on Tuesday 16 <sup>th</sup> February 2021. Schools will close on Thursday 27 <sup>th</sup> May 2021 and re-open on Tuesday 1 <sup>st</sup> June 2021.	
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1. She will notify the council prior to 22 <sup>nd</sup> March.	HR
<p>11. <b>AOCB</b></p> <ul style="list-style-type: none"> <li>• George advised that the visit from the French delegation on 21<sup>st</sup> January went very well and it was interesting to learn about how different their curriculum is. He has received a return invitation to visit their school. They produced a brochure about their visit which they have sent on.</li> <li>• Angela asked whether George would still be happy for Kilmarnock Schoolwear to arrange a pop-up shop in school for 2 evenings from 4-6pm for parents to order blazers, which he agreed to. She will confirm a couple of dates and contact all the primary schools to let them know.</li> <li>• Katie expressed concern that parents are buying blazers but wearing them is not enforced in school and pupils tend not to wear them beyond the first couple of weeks, apart from at special events. George advised that due to the cost of the blazers the school is unable to enforce a blazer policy. A discussion took place around the recycling of second-hand blazers and whether this could be centralised at the school. Hilary will speak to Lee Clark of Darley Laundrette to find out how they go about recycling blazers. George would then share the fact that there is a second-hand option when information about the pop-up shops is issued.</li> <li>• Timothy advised that he has worked out how to upload the school calendar to his mobile phone and will prepare a sheet instructing how this can be done which can be shared with parents and copied to George.</li> <li>• Cllr Pollock advised that Nan McFarlane wrote to the Marr Trust about raising the profile of C K Marr and understands she has also contacted the school. They have requested further clarification as to exactly what she has in mind. George understood that she wanted something that can be viewed by the public as the Marr bust is within the old part of the school. There is provision within the Trust to do something once they know the likely cost.</li> <li>• Duncan advised that the head of PE has been contacted regarding sports photos. He felt it important that this tradition continue as these make good souvenirs for the archives and for former pupils. George will speak to Tempest photography about this as they are currently taking some updated photos for the school website. George will also be putting photos of S6 in the assembly hall from 2016 onwards.</li> <li>• Lindsay pointed out that at a previous meeting it had been agreed that representatives of the Parent Council would try to attend Parent Council meetings at all the feeder primary schools to introduce them to the Marr Parent Council and how it works. She will find out the dates of their meetings then parents can put their names against which meeting they are willing to attend.</li> </ul>	<p>AM</p> <p>HR/GD</p> <p>TW</p> <p>BP</p> <p>GD</p> <p>LC</p>
<p>12. <b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>• The next meeting will be held on Wednesday 27<sup>th</sup> March 2019 at 7pm.</li> <li>• Due to the date of the Troon 10k changing to 8<sup>th</sup> May, the May meeting will now be held on Wednesday 1<sup>st</sup> May. There will be no meeting in April or June.</li> </ul>	