

Monifieth High School Parent Carer Council (MHS PCC)
Meeting Minutes - Wednesday 6th November 2024, 7.15pm
MHS Library & online

Attended: Andy Dingwall (Head Teacher), Kathryn Foot (Chair), Kerry Perry, Hazell Orcheston, Lynsey Benson (Vice), Kirsty Forde (minute secretary)

Apologies: Lisa Herbert

Welcome	<i>Action</i>
<p>Kathryn welcomed everyone to the meeting and leads with the news from that day (approved to share by Neil Lowden).</p> <p>New Headship</p> <ul style="list-style-type: none"> ● Kathryn and Andy advised that Mrs Clair Thomson has been appointed as the new head teacher with a start date of 6th January 2025. Andy will release a letter from the school after the meeting closes. ● The PCC wish Andy well in his new job and thanked him for his continued positive support to the PCC over the years. 	
<p>Previous Minutes reviewed</p> <ul style="list-style-type: none"> ● Andy advised that the signing in/out book that was raised at the last PCC meeting was reviewed and will now be replaced with an electronic signing in/out system for senior pupils, staff and visitors. ● UNCRC – Kerry to look at how pupils can update PCC on their involvement with this. ● Cash for kids raised around £6000 for the school – it is earmarked for equipment that will make learning more accessible for all in the new school. ● Class charts – Andy to share guide and updates for Kathryn to post reminder for parents to sign up to it on PCC Facebook page ● Kathryn advised that the next Parent Council Locality Meeting (organised by Angus Council Parental Engagement officers with support from Connect) is to be held at MHS on 12.11.2024 – Kathryn plans to attend and will feedback at next meeting. ADDENDUM - CANCELLED ● Previous minutes approved 	<p>KP</p> <p>A.Dingwal I</p> <p>K.Foot</p> <p>K.Foot</p>

Head Teacher Updates

- Staffing – Mr Melia, modern studies is absent. Gemma Chapman is on a secondment to Brechin High School - Laura Cooper is her supply cover.
- Kenya Trip – Kerry and Andy advised that the trip went brilliantly. Kerry said the MHS children were a great team and all had a really positive trip. They were able to take lots of donated sports equipment and clothes with them which was gratefully received. Overall, it was a very educational experience for the children. On top of equipment donated they raised £11k towards rebuilding the orphanage. There will be a presentation evening in the future for the team to share their journey with the community.
- Relationships Policy feedback and next steps - Andy advised that a pupil relationship survey highlighted that 75% of pupils said they use class chart with 35% using the app once a week, 45% once a month, 20% somewhere in between. Discussion had around class charts, the plan is that all homework will be put on it, sport teams meet time, all other class information. Andy advised that he hopes teachers' levels of adoption of the software will increase – plans to do a staff survey on use. Still only up to 50% of parents logging in to app. All agreed notifications would be helpful and weekly email reminders until the end of the year – Andy said he would look into this again. The plan is to stop the group-call emails in the new year as all the info will be on class charts/other platforms. The pupil relationship survey also highlighted that not all teachers are meeting pupils at the classroom door, that the majority of teachers are using the 4-step process, that 82% of pupils said they get shown the bulletin or directed to it by teachers and that over 90% of pupils said they know, and try to display, the school values. Andy advised that they have upcoming staff training to do that will focus on the relationships policy.
- Finance update – the finance committee meeting was postponed so no feedback could be given at this time. Andy advised that the school fund will be externally audited by Lynsey Benson (parent volunteer) and at next PCC meeting there needs to be a presentation of what the school fund is spent on.
- Uniform consultation – Andy highlighted some discussions that had been had with small groups of pupils including the 'learning council'. General feeling is that the uniform options should remain the same with further options being made available for sportswear. Andy advised that it is likely that the move to the new school will see the re-instatement of a sports kit or non-banded items in school colours. Andy to discuss further with pupils, staff and families and

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<p>aims to have options affordable, comfortable and accessible to all.</p>	
<p>PCC Constitution Review</p> <ul style="list-style-type: none"> • Discussion had around current constitution. Some changes needed to reflect current membership and attendance e.g. time limit on office bearers reviewed. New wording to reflect that if no one comes forward to take any of the positions then those currently in the roles can continue if they wish to do so. • Kirsty agreed to make changes and bring to next PCC meeting. • All agreed that there should be pupil representation in the PCC as per constitution. Kathryn asked if she could meet with some pupil learners/groups in the first instance. Kathryn advised to contact DT Derek Farrell to arrange this. • All agreed that the entire parent forum should be asked for agenda items. This should aim to be done two weeks prior so that the agenda can be created and shared with all. School office staff will send out via emails/groupcall and PCC via Facebook. 	<p>K.Forde K.Foot</p>
<p>Parental engagement – PPC aims & MHS values</p> <ul style="list-style-type: none"> • Discussion had around what value can the PCC can add to the school. • Lynsey has linked the current MHS values and priorities to the current listed PCC aims and along with Kathryn has made suggestions of how the PCC can link in with the school to support what they are doing already in a meaningful way. • Kathryn shows Andy the document (that has been shared with the wider PCC members) and he finds this positive and proactive. Andy asks for this to be sent to him so he can share with relevant staff and SLT (Senior Leadership Team). • Andy agreed to focus on one area for now and he will initiate talks with the SLT re relationship policy and recognising wider achievement priorities in mind and start the discussion about how the PCC can help. TBC. 	<p>AD</p>
<p>AOB</p> <ul style="list-style-type: none"> • None 	

Meeting finished at 8.40pm

Date of next meeting: Early 2025 – TBA once new Head in role.
monifiethpcc@gmail.com (Parent Carer Council email address)