

## **MINUTES OF MENZIESHILL HIGH SCHOOL PARENT COUNCIL MEETING HELD ON WEDNESDAY 27 JANUARY 2016 AT 6.30 PM**

Present: A Collins (Chairperson), H Gray, S Baird, C Irons, K Turnbull, K McNally, S Hood, F Kelly, H Rennie, G Scott, C Campbell, P Crosbie (Minute)

Apologies: L Waddell

### **1. Welcome**

Alison welcomed everyone to the meeting and gave an update of the meeting held last week at Harris Academy. Barry Millar, Head Teacher at Harris Academy, invited members from both parent councils to attend a presentation he gave for the new school.

Proposals have been made for future parent council meetings to be held on the same night with joint meetings for the first hour followed by separate meetings for respective parent councils to discuss their business.

These will be held at Menzieshill High School on Wednesday 9<sup>th</sup> March, Harris Academy, Lawton Road on Wednesday 27<sup>th</sup> April and Harris Academy, Perth Road on Wednesday 15<sup>th</sup> June.

Alison had been invited to join the interview panel for Depute Head posts in February for Harris Academy but is unable to do so due to work commitments. Pauline offered to check her work schedule and confirm with Helen as she has completed the Recruitment and Selection training with Dundee City Council.

### **Update**

Pupil transitions are ongoing. S4 transition is planned for the end of March to be held in Menzieshill Community Centre over 2 days. Informal transitions between departments are ongoing with events held throughout each department.

The guidance team is due to work next week with Harris Academy guidance team to work through the new house system. All pupils from both schools will be divided equally and fairly between the houses.

Curriculum – An S2 parent evening is due to be held this week for course choice delivery. Planning for June timetabling is going ahead.

Staff have all been met individually. All staff relocating to Harris Academy will attend Harris Academy on the next in-service day. Staff being relocated to other schools within the city will work at Menzieshill High School on that day.

On the May in-service day all staff will attend their respective schools for in-service.

Voluntary Early Retirement – all requests have to be received by this Friday for consideration. The deadline for the next stage of the process is the end of March.

Head Boy/Head Girl/Prefects/House Captains and House Heads – Discussions have taken place regarding the structure of the above for the new school. It is planned to incorporate some of our procedures into the process for the new school to allow a fair process for all pupils who apply.

Mr Millar has offered to hold a head teacher's surgery at Menzieshill High School one night per month. Suggestion that parents would welcome a meeting with Mr Millar for him to share his presentation from last week. Agreed 23<sup>rd</sup> Feb with Miss Gray. Letter to go to parents.

Uniform – a full consultation is due to be held regarding the uniform and PE kit for Harris Academy. Menzieshill High School will provide new school ties for all of the pupils moving to Harris Academy in August.

Legacy Committee – An event is due to be held on Friday 27<sup>th</sup> May for all present and previous staff of Menzieshill High School in the Doubletree by Hilton Hotel (former Swallow Hotel).

The End of Year Concert is due to be held on Tuesday 28<sup>th</sup> June with present and former pupils who will be attending a band camp in April to rehearse for the concert.

Commemorative Year Book – Advance bookings are being taken of £3 to purchase the above. A bingo evening is planned in February to help subsidise pupils' costs for these.

33 period week – This was unanimously passed at the Education Committee on Monday.

School dates for 2018-19 – Concerns were raised regarding dates for the planned 2018-19 calendar. At the Christmas break the day for returning back to school is a Friday which raises a concern re attendance.

Easter School – It has been agreed to hold an Easter School for senior pupils on Monday, Tuesday and Wednesday of the first week of the holiday.

The Transport Group is due to meet next week. Three different letters have been drafted to go to parents once approved at the meeting. Negotiations are ongoing with bus companies regarding passes and school buses for transporting pupils to the new school.

Primary 7 pupils with additional support needs – A structure is in place for identifying the needs of the above pupils and finding the best school to meet these needs. A letter will be sent to parents of these pupils in May to confirm which schools they will be attending.

Alison thanked those who helped at the Tombola Stall at the Christmas Concert.

Funds – There are £520 in the fund at present. This will be used for Prizegiving.

### **Bingo Evening**

Tickets will be printed this week at a cost of £4 entry which will include refreshments and home baking.

All pupils are being asked to help sell tickets with a prize going to the house who sells most tickets.

The parent council will help on the night.

Mr Waghorn and Mr McEwan will call the bingo on the evening.

Bingo books have been organised.

There will be a display of old school photographs on the evening and a stall for anyone to order advance copies of the commemorative year book.

There will also be a quiz sheet to complete on the night with a prize and a raffle.

It was agreed to meet at 4 pm on Tuesday 16<sup>th</sup> February to organise the prizes for the night.

Alison asked Pauline to write a letter to the Evening Telegraph to help promote the night.

The next meeting will be held on Wednesday 9<sup>th</sup> March 2016 at 6.30 pm in Menzieshill High School. (Joint with Harris for first half hour).

The next meeting will be held in Menzieshill High School on Wednesday 27<sup>th</sup> January, 2016 at 6.30 pm.