

**minutes of meeting held on: 24 November 2015**

<b>In attendance</b>	<b>Initials</b>	<b>In attendance</b>	<b>Initials</b>
Jack Simpson (Headteacher)	JMS	Colin Brown (Co-Chair)	CB
Grant Bulloch	GB	Laura Brown (Treasurer)	LB
Anna Bowman (Neighbourhood Meetings Rep)	AB	Hilary Brown	HB
Hilary Marsh	HM	Katie Farmer (Pupil Council	KF
James Walker (Pupil Council)	JW	Katrina Sellar	KS
Victoria Griffiths	VG	Roslyn Gaunt	RG

<b>Apologies</b>		<b>Minutes</b>	
Trisha Emblem		Fiona Fitzgerald	FF
Cllr Gordon Munro			
Nele Finsterbusch			
Sheila Ralston (Home Economics)			
Bridget Linton			

<b>Item</b>	<b>Notes</b>	<b>Action</b>

1.	<p><b>Welcome and Introductions</b></p> <p>CB opened the meeting and welcomed all in attendance. Introductions were made.</p>	
2.	<p><b>Apologies</b></p> <p>Noted above</p>	
3.	<p><b>Minutes of Previous Meeting and Matters Arising</b></p> <p>The Minutes from meeting on 07 September 2015 were accepted as an accurate record.</p>	
4.	<p><b>S3 Trip to Paris</b></p> <p>As of 18 November 2015 JMS is in receipt of letter from Senior Education Manager.</p> <p>Fiona Rennie to feedback to parents on the following:</p> <p>Get in touch with Travel Company regarding deposits.</p> <p>Get in touch with Parents to keep them up to date.</p> <p>How much has been paid? How much is due to be paid? By when?</p> <p>If parents decide not to send pupil on this trip, how much will they lose?</p> <p>Parents can make their own decision on whether or not to travel.</p> <p>When is next payment due?</p>	<b>FR</b>
5.	<p><b>Finances</b></p> <p>Parent asked if Parent Council could contribute to Duke of Edinburgh Scheme?</p> <p>JMS confirmed it would cost between £200-£400 to train a person. Confirm at next meeting if someone has been trained and how much would Parent Council contribute to this?</p> <p>Bank Balance at present : £1015.00</p> <p>LB has emailed Bank again to try and sort out Bank Statements being sent direct to Treasurer. LB still chasing.</p>	<p><b>JMS</b></p> <p><b>C/Fwd to next meeting</b></p>

	<p>Letter from Pupil Council asking Parent Council for a contribution of £300.00 for their Prom. We have asked if they could give us more information and what the monies would be used for. Katie will feedback at next meeting.</p> <p>JMS spoke about contribution Parent Council made last year to different Departments for books. Pro forma to be sent out again asking for Depts to bid. Get more information from Trisha on this?</p> <p>Higher Drama doing show at the Pleasance in December, James to email Parent Council asking for donation – maybe PC to help purchase so many tickets for pupils?</p> <p>Senior Drama Pupils doing Peter Pan Panto in December and may require funds to help with costumes etc. Email information and costs to Parent Council</p>	<p><b>KF</b></p> <p><b>TE</b></p> <p><b>JW</b></p> <p><b>JW</b></p>
6.	<p><b>Pupil Council</b></p> <p>New recruits from S1, S3 and S5s. The Pupil Council is leading the current cycle of assemblies.</p> <p>Survey has been sent out to school tutor groups. Lots of activity going on at present.</p> <p>Looking to update Bulletin, update Board, James spoke with Head of Art re. Changes to Art around the school, JMS commented on improvement to toilets, they still plan to invite Councillors for lunch, going forward with Health Flag, discussion around fees for After School Activities.</p>	<p><b>James</b></p> <p><b>Katie</b></p>
7.	<p><b>Leith Academy Health Group</b></p> <p>HM has since received a response from email sent and this has been sent to Trisha</p> <p>HB has a draft letter to be sent to Councillors and will forward to Trisha who will send from Parent Council</p> <p>Ben Stewart to email HM and HB with suggested dates for meeting to take this forward. Katie/James agreed to represent Pupil Council and HM and HB Parent Council. We are hoping this meeting will take place before our next Parent Council Meeting (03 Feb 2016).</p> <p>Looking at going forward for Food for Life Award.</p>	<p><b>HM</b></p> <p><b>HB</b></p> <p><b>BS</b></p>

8.

**Headteacher's Update**

Events:

- Planned Diversity Day 11/02/2016, auditions for show are now ongoing, celebrating diversity in school community.
- Recently raised funds through non-uniform days for Jeans for Genes ((£658.67) and Children in Need (£801.22).
- Leith Academy welcomed pupils from Tianjin No1 High School in China who spent time both in school doing activities and at home with families.
- Two S5 pupils (Eilidh Cargill and Demi Scorfield) visited Auschwitz with the Holocaust Memorial Trust and will be working with S2 RME classes.
- S3/4 pupils competed in the 2015 Mock Trials project which LA won in 2014. Unfortunately we weren't able to retain the overall trophy but individual performance was recognised.
- The S1 Parent Consultation on 7 October had an attendance of 72%.
- LA hosted a Psychology Conference where pupils from across East of Scotland attended.
- The P7 Parents' Information Evening on 9 November was relatively well-attended with some interesting and challenging questions.
- This year's Act of Remembrance incorporated our work with the Quintinshill and Gallipoli commemorations, with a representative of the Royal Scots in attendance. A video record of the XL pupils' involvement throughout the last year, put together by Maria Leslie, is now on the school website, <http://www.leith.edin.sch.uk/LeithBattalion.aspx>.
- The school will be subject to an Education Scotland National Fieldwork Visit focusing on CfE developments next term
- CEC's Confucius Classroom, located here in LA, has been shortlisted in the annual Confucius Classroom of the Year award, which is a testimony to the hard work and initiative that takes place not just in LA but across the city at both primary and secondary levels.
- The S5/6 Parent Consultation on 17 November had an attendance of 50% which was disappointing, the poor weather notwithstanding.
- Staffing: A second attempt to recruit a Support for Learning Leader has not got beyond the long-leet stage. Mairi Logie will continue to act up for this session and a third advert will go out in that second half of Term 3. Following John Young's retirement, June Stevenson has been appointed as CL Technology wef January 2016. It will now be necessary to recruit a CDT teacher. JMS thanked Laura Brown for her assistance on the interview panel.
- A school Twitter account is in the process of being set up by Ali Mackay (PE) to allow pupils, staff and parents access. To date PE, which has a longstanding Twitter account, has approx. 280 followers.
- School uniform consultation: To add to pupil and staff returns, 310 questionnaires were sent out to parents, gleaning 90 responses. There was a showing in favour of school uniform. Preferred colours: white shirt and school tie (one for S1-S3; one for S4-S6), black trousers, skirts. Ongoing discussions on blazers. For information, ties are available from school office.

	<ul style="list-style-type: none"> <li>In response to a query, JMS confirmed that e-cigarettes are not allowed in school.</li> </ul>	
9.	<p><b>School Communications</b></p> <p>GB confirmed we should go with the Twitter Account and see how it goes. Twitter does not give an automatic notification if there is a communication.</p> <p>Try Twitter and get feedback at next meeting.</p> <p>Ali Mackay to contact GB to discuss. JMS will ask him to email</p>	<p><b>GB</b></p> <p><b>JMS</b></p>
	<p><b>Date of Next Meeting</b></p> <p>03 February at 7.00pm</p>	