



Kinross High School Parent Council  
Kinross High School  
Loch Leven Community Campus  
Muir  
Kinross  
KY13 8FQ

**Kinross High School Parent Council  
AGM  
Tuesday 14th June 2022**

<b>Attendance</b>	<b>Apologies</b>
Christina Smith (Chair) Gemma Toon (Treasurer) Graham Cox Heather Wilkins Morag Saunders Lorraine Holdsworth Nicola Hearnden Petra Carlisle Michelle Robertson Mandy Harris Sylvia Flynn Jennifer Thompson Alexa Mewse Rosemary Cameron (Clerk)	George Cobb Louise Johnston Nicola Carmichael Catriona Scott Kathryn Neill Jayne Smith Izzy Whyte

### Minutes

#### 1. Welcome, introductions and apologies

The meeting was held via Zoom with Christina Smith as chair and Rosemary Cameron as host. Apologies were received as above.

#### 2. Review of previous minutes and actions arising

The minutes for April were approved by George Cobb (in absentia) and seconded by Christina Smith.

Actions arising:

<b>No</b>	<b>Action</b>	<b>Actionee</b>	<b>Status</b>
1	Send a representative from the PC to school assemblies.	Chair/Vice-Chairs	On hold until August
2	Look into the possibility of doing something with S1 parents in January	George Cobb	Complete - see note below
3	Add Kay Mitchell as moderator to the facebook group	Rosemary Cameron	Complete - see note below
4	Email the PC to see if any parents would be interested in providing careers advice	Rosemary Cameron	Continuing
5	Circulate a description of the Parent Council roles	Rosemary Cameron	Complete
6	Ensure that Maths tutoring is discussed at a meeting next year	Rosemary Cameron	Ongoing

Action 2 - George Cobb was on the P7-S1 transition call.

Action 3 - Kay was added as moderator but has since left the facebook group.

### **3. Chair's Report**

Christina Smith gave the following report on behalf of George Cobb and herself.

The last academic session has been eventful for the PC. While it was disappointing to lose our Chair so early in the session we have been encouraged to see a steady group of parents attending our meetings and have been able to build a good, working relationship with the school.

Highlights for us have been supporting 30 places for the Willowgate trip offered to S1-S3's, having 3 teachers who regularly attend our meetings and continuing to develop our relationship with the 3 local counsellors. While COVID has removed our ability to fundraise, it was important to us to use existing funds to fund places on the Willowgate trip.

Having 3 teachers who regularly attend our meetings has helped to strengthen our relationship with the school and provide us with invaluable advice when discussing issues raised by parents. Working with the local counsellors we have identified periods in the funding cycle when we can best meet with them to identify areas of need/concern for the PC so that they can have the maximum input into budgetary decisions.

As we look to the future we are conscious that some of the issues raised by parents (e.g. the use of maths tutors, subject choices etc.) have not always been addressed fully, we are planning for how we can work in partnership with the school to best address these issues next term.

### **4. Treasurer's Report**

Our finances remain the same for our General Account as the payment from PKC covers our clerk fees. With current inflation I would like to propose that the clerk fees increased by 3% to £684.80 (2021/2022 - £664.96) - this was agreed by the meeting. **Balance is £2,012.99**

The Pandemic has continued to disrupt the "normal" school diary and we have been unable to organise any fundraising this year. However the Government has stepped in and are now covering the expenses that we used to.

The signatories for both accounts with the bank have been amended, so they are current.

### **5. Blazer Sales Update**

We have a separate account for the Blazers and fundraising account. Having given the school 2 donations, one from last year and one this year to support S1-S3 on a activity centre trip and we have paid for 2 blazer deliveries in this financial year; we have **£3,414.69 remaining**.

Currently we have 275 Blazers in stock and awaiting the opportunity to sell the blazers directly to the parents and children as soon as we can all enter the building. Waiting to hear back from the school. (Post-meeting note: a sale has been organised for June 28th in the school.)

I would like to propose to reduce the price of the blazers to £30 immediately. I have completed a stock check and using the FIFO method (First In, First Out) the price of the blazers have reduced as our suppliers have continued to maintain a lower price for 3 years (marginally increasing but nothing like the old cost price of £48.72)

Average cost of all 275 blazers is £26.01 so even with the small increases each year @ approx. £1 per year – the price of the blazers should be under £30 for at least 4 years.

The meeting agreed that the price of blazers going forward should be £30. Returns are accepted.

### **6. Election of Office Bearers**

The following office bearers were elected unopposed:

Chair - George Cobb

Vice Chair - Graham Cox

Vice Chair - Nicola Hearnden

Treasurer - Lorraine Holdsworth

The outgoing office bearers, Christina Smith and Gemma Toon, were thanked for their work over the past year.

## **7. Discussion on Facebook Group**

The Parent Council deals with issues which are common to a number of pupils, not individual issues which should be addressed to the school. The new Chair will collate common themes currently on the facebook group along with emails from parents and will discuss them with the school before the end of term. Action George Cobb.

We need a couple of new moderators for the facebook group - Michelle Robertson and Nicola Hearnden volunteered. Action Rosemary Cameron to add them as moderators.

George Cobb and Christina Smith are going to draft a clear terms of reference for the facebook group. Action George Cobb and Christina Smith. Action Rosemary Cameron to publish this when it is complete.

The question was asked about how issues on the facebook group can be escalated. This will be done by George. The facebook group is valuable in identifying common issues.

Timetabling issues have been raised on the facebook group. It was decided that this should be discussed at a Parent Council meeting next year. Action Rosemary Cameron to invite Andrew Baxby to a meeting before timetabling decisions are made next year.

It was suggested that the Parent Council might run a study into the timetabling problems. Action George Cobb to consider the feasibility of this.

## **8. Planning for Meetings in 2022/23**

The meeting venue was discussed with a 50-50 split on zoom versus on campus. Some thought it was easier to question Mrs Brown and other teachers face to face. Winter meetings would maybe be better attended via zoom. The point was raised that the teachers might prefer zoom. Action Rosemary Cameron to check with the teacher representatives to see which they prefer. It was agreed that Tuesday is the best night. The following dates were proposed and agreed:

23-8-22

27-9-22

1-11-22

6-12-22

17-1-23

7-3-23

25-4-23

6-6-23

Action Rosemary Cameron to book a room on campus and also renew the zoom licence in August. That way we can decide nearer the time which to use. The August meeting will definitely be on campus.

Items to focus on next year will be fundraising, Maths tutoring, timetabling and communication with the school. The role of the PC will be discussed at the August meeting - action Rosemary Cameron to see if there is someone from PKC we can invite - and the local councillors will be invited to the January meeting which will give us the chance to have an input before the budget is set.

## **9. Any Other Business**

School uniform consultation - Christina Smith stated that the outcome would be communicated to parents/carers shortly. It is not expected to affect blazer sales which is good news for the PC.

Have trips costing over £500 been cancelled? A pupil was told this is so but parents have not been informed.

Questions were raised about why some Covid rules are still in place such as not being allowed back in if you go outside at lunchtime. The 6th year common room is also still not available. Action George Cobb to raise these issues with the school.

More parent representatives are required for placing request panels. Heather Wilkins will send details to the clerk. Action Rosemary Cameron to forward these to the email list.

Date of next meeting: **Tuesday 23rd August**

<b>No</b>	<b>Action</b>	<b>Actionee</b>	<b>Timescale</b>
1	Send a representative from the PC to school assemblies.	Chair/Vice-Chairs	On hold
2	Email the PC to see if any parents would be interested in providing careers advice.	Rosemary Cameron	14/06/22
3	Ensure that Maths tutoring is discussed at a meeting next year,	Rosemary Cameron	01/09/22
4	Collate common themes from facebook group and discuss with the school.	George Cobb	30/06/22
5	Add new moderators to facebook group.	Rosemary Cameron	30/06/22
6	Write terms of reference for facebook group.	George Cobb/Christina Smith	30/06/22
7	Publish facebook group terms of reference.	Rosemary Cameron	30/06/22
8	Invite Andrew Baxby to discuss timetabling before Spring 2023	Rosemary Cameron	31/08/22
9	Consider the feasibility of a study into timetabling problems.	George Cobb	31/08/22
10	Check whether the teacher representatives prefer zoom or campus meetings.	Rosemary Cameron	23/08/22
11	Book rooms on campus and renew zoom licence	Rosemary Cameron	23/08/22
12	Invite someone from PKC to the August Meeting	Rosemary Cameron	23/08/22
13	Raise issues re school trips and Covid rules with the school.	George Cobb	23/08/22
14	Forward details of placing request parent reps.	Rosemary Cameron	23/08/22