

Falkirk High School AGM Parent Council Minutes
Monday the 22nd of November 2022
Meeting held at FHS - 1900 hrs.

Agenda item	Detail	Action
(1) Tour of the School	SK & KW split the PC into 2 groups. The groups were shown around the Café Bistro, Pupil Support, Nurture base, Sensory room, The Hive & the Counselling rooms.	
(2) Welcome and Apologies for Absence	Lyn Bennet (Co-Chair), Erika Cooper, Andrea Davidson (Treasurer), Louise Duncan, Leona Hepburn (Staff Rep), Stuart Kelly (Headteacher), Gail McEwan, Gillian Millar, Sarah Patrick (Councillor), Jacqui Pearson, Caitlin Rosie, Fiona Shearer, Lily Stroud (Staff Rep), Pamela Taylor (Secretary), Murray Watson (Depute Headteacher) & Kelly Whittington (Depute Headteacher). 7 apologies – Tammy Bell, Diane Duff, Suzanne Harrison, Laura Marshal, Nicola McEwen, Jacqueline McKinlay, Pamela Sinclair.	
(3) 200 Club Update/Draw	Balance of 200 club account is £633.97. Aug-Oct draws are still to come off.	
(4) AGM Annual/Financial Report	- Balance of main PC account is £5,347.81. End of year accounts are done. Still monies to come of the main account. SK to confirm what is to come off for FHS. - AD talked through the PC Annual report. - Roles for PC 2022/23 are: Lyn Bennet & Pamela Sinclair Co-Chair – Proposed Fiona Shearer, seconded Gail McEwan. Jacqui Pearson & Fiona Shearer – Proposed Lyn Bennet, Seconded Andrea Davidson. Still looking for someone to take over the role 200 Club. All other roles remain with the same person.	SK
(5) Minutes of Previous Meeting 20.09.22 and Matters Arising	- Recruited in English, PE & Faculty Head of Technologies. Still to recruit in Home Economics, Geography & Art which are all permanent positions. Congratulations to Claire Bradley who has secured a Depute Head teacher position at Denny High School. - The Update of Windows 10 is still to take place, no date given of when this will happen. - Screen Memories is scheduled for after the Easter school holidays. - SMHW is continue at FHS and are keen to keep. SMT mentioned a new software package called Unifrog that FHS could use. It is a system that tracks post skills/destinations – very user friendly and tracks progress from S1 onwards. The software package costs £1800 per annum and is this something that the PC can help support with funding. KW will present the new software package to the PC at a later PC meeting.	KW
(6) Headteacher's 7 Minute Briefing	- SK talked though the Headteacher's '7-minute briefing' and touched on the 7 points of the briefing: 1. Community Work 2. Masterclasses 3. Insight 4. School Nurse 5. S1 Teambuilding 6. Supports Catalogue 7. Parent Workshops	
(7) New Tracking	MW talked through the BGE tracking reports with the PC. These will be	

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Reports – Junior School	sent out to Parent's/Carers 4 times a year and the reports now mirror senior tracking reports. Parents are now able to see how their child is processing in all subjects.	
(8) Let's Talk Education	SK talked through the "Let's Talk Education" pack and is looking for parents and young people to engage. PT will send the pack via email to all PC members for anyone who wishes to take part.	PT
(9) ACOB	- A parent asked if there will be any trips in the future. SK confirmed that schools are not allowed to organise international trips for the moment – local trips are fine. - A parent mentioned timings of prelims as they are on at the same time as the rehearsals for the school show – SMT will look into this for next time. January prelim dates will be sent out shortly.	RM
(10) Date of Next Meeting	Monday the 23rd of January 2023	