

Forrester High School Parent Council

Meeting 12TH June 2018 AGM

Minutes

Present: Hugh Brown (Chair), Carol Swan (Secretary), Douglas Tully, Jackie Barn, Stephen Rafferty (Head Teacher), Marianne Sandison, Amanda Kneebone, John MacPhie, Emma Spence, Sarah Montgomery

1. **Welcome:** Meeting commenced at 19:00. Hugh welcomed everyone and opened the meeting.
2. **Apologies:** Apologies were received from; Bill Buchanan
3. **Minutes of previous meeting.** Proposed by Emma Spence, Seconded Douglas Tully
4. **Nomination of Office Bearers:**

POSITION	PROPOSER	SECONDER
Chairperson	Douglas Tully	Jackie Barn
Vice Chairperson	Jackie Barn	Carol Swan
Secretary	Douglas Tully	Marianne Sandison
Treasurer	Emma Spence	Carol Swan

6. **Head Teachers Report;** Mr Rafferty gave a comprehensive annual report regarding activities, achievements and priorities from the last year and looking forward to the next year. Copy of report attached
7. **PEF Report:** John MacPhie reported on the activities of the PEF team since his last visit to the parent council. Great work taking place with lots of measurable successes. 3 year plan in place for taking the PEF project forward. Report attached. Hugh thanked John for all his efforts and acknowledged the initial success of the project.
8. **Accounts Update:** Emma Spence new treasurer reported that no hand over had been possible so signatories were having to be added again to the bank account. Emma had obtained the necessary forms and Hugh and Carol were added to the account. Once signatories have been authorised Emma would work on producing a retrospective set of accounts for previous financial year.
9. **Chairpersons Report:** Due to time constraints Hugh gave a brief report thanking all parent council members for their efforts over the last year and looked forward to the coming school year.
10. **Correspondence;** Hugh informed the group that Recruitment and Selection training was available to anyone who was interested in August. Hugh has details if anyone wishes to attend.

Corstorphine Community Council is looking for volunteers for various community activities. PC members to try and raise awareness of this and to pass on information when appropriate.

11. Transition – Jackie Barn

Discussion took place regarding on-going work with transition. It was suggested that making the August 2018 meeting a transition meeting may be too soon into the new school year. John MacPhie also suggested that we join with him at the proposed parent workshop for the new homework system. Item to be carried forward to next meeting. It was agreed however that inviting the chair of the cluster parent council's is still worthwhile.

12. AOCB

Carol asked that she could be given access to PC email in her capacity as Secretary.

Date of Next Meeting is 28th August 2018