



MINUTES

DATE: WEDNESDAY 3rd FEBRUARY 2010

PRESENT: Tim Holden (Chair) Parent
Iain Smith Parent
Kim White Parent
Fiona Mackenzie Parent
Mark Wyllie Parent
Vicky Cole Parent
Kath Anderson Staff

IN ATTENDANCE: Cllr Sheena Richardson
Mrs J Craig Head Teacher
Ms A Cosgrove Clerk

Apologies had been received from Linda McInnes and Sarah Ingham.

1. Minutes of Meeting of 2 December 2009

Agreed a true record of the meeting.

2. Matters Arising

None other than on the agenda.

3. Action Points from last meeting

- Contact with Janice McLeod, School Nurse – the Chair had not yet been able to contact Janice McLeod. Mrs Craig advised that she had asked to come into the School one lunch time to raise awareness of the presence of the drop-in facility at the Bridge Centre. Fiona Mackenzie asked for more information on what this lunchtime session was designed to cover before this occurred. The Chair would ask how much the clinic was used and would bring this information to the next meeting.
- Preparation of Paper on Curriculum for Excellence – Mrs Craig advised of the launch of the Parents Toolkit from Learning Teaching Scotland. This was to help the school deliver Curriculum for Excellence. There was a very active Curriculum Development Group to facilitate the development of the curriculum within the school.

Fiona Mackenzie explained possible ways of assessing performance through methods such as balanced scorecards. She would work with Alistair Brown and Kath Anderson, using the toolkit and other sources such as the HMIE report.

Mrs Craig recommended the Learning Teaching Scotland for curriculum guidelines, mentioning a series of meetings she was currently attending on qualifications for the future.

Fiona Mackenzie will send qualitative indicators and a scoping document to Mrs Craig for initial advice, and would contact Kath Anderson with information to take to the curriculum group.

On an update on the blog, Ian Smith advised that Jane Ogden-Smith had been contacted and an attempt to speak to Sonya Buczyn with regard to monitoring of comments and publicity on the new PSP blog. Jane had advised that the blog comments on the CCF could be closed with an acknowledgement of contributions. There was some discussion on the number of postings made and their nature.

4. Closure of Combined Cadet Force

Tim Holden opened the discussion by saying that the Partnership in general supported the Head Teacher's views on the storage of firearms within the school and her decision that she did not wish to be Commander in Chief of the Cadet Force.

Mrs Craig explained further, saying that she had no problems with the Cadet Force in the School or the way they were being run. The drill with firearms was carried out at Loretto School. She made various points, including:-

- Participation in the CCF was a voluntary activity by teaching staff and she could not compel staff to take part
- East Lothian Council had a policy that they should be no weapons on the premises
- Funding had been given to CCF in several ways over the years
- The MoD, at a meeting on 25 November, had made it clear there would be no continued funding for the CCF if the issue of weapons and staff participation could not be resolved.

She went on to say that the CCF was still running within the School.

Cllr Richardson outlined the background to the CCF within Knox and advised that she had hosted a centenary reception for them the previous year. She had sought answers to questions from the MoD, and they were attending Haddington Community Council the following week in response to issues raised.

Fiona Mackenzie informed the meeting that she had set up a small working group on behalf of the Partnership to obtain an understanding of the issues involved, and to try and move forward. She noted this issue had not been raised at previous meetings and raised the following questions:

- If the outstanding issues could be resolved, could the CCF continue? – Mrs Craig agreed.
- Would the school participate in order to try and resolve these issues – Mrs Craig did not think this feasible as the school was required to support a number of extra curricular activities.

Cllr Richardson pointed out that the MoD could not come up with any good reason for weapons not to be stored at Loretto, and the Cadets had their own transport.

It was noted that the criteria for funding was being applied rigorously and it would be useful to have the opportunity to ask the MoD their reasons for this. It was agreed that Fiona Mackenzie would attend the Community Council meeting on Tuesday 9th and would report back.

Mark Wyllie commented that the feedback from Mrs Craig had been helpful, and a statement on the position would be placed on the blog.

5. Head Teacher's Report

Mrs Craig asked if the presentation on exam results, which was fairly detailed, could be postponed to the next meeting, and this was agreed.

Stephen Illingworth, Faculty Head of Social Subjects, would attend the March meeting.

On the query on MAAP, and whether any elements could be used to satisfy elements of the DoE program if taken externally, Liz Brookes would be coming into the school to carry out an audit with Jenny Duff.

Colin Sutherland would be unable to attend the March meeting, but would be able to do so once the new exam results were published. This was agreed.

A new Business Manager had been appointed and would start on 1 March.

The Council's budget meeting was on 9 March and final budget figures would be available then.

The Holocaust Memorial Day had been a good event with the Head Boy and Head Girl carrying out a linking role across several schools participating.

The Glee Club would be on Radio Five Live the following Tuesday from 1.00 – 1.10 pm.

S1 had visited the Scottish Parliament and there would be a further visit in June.

The HMIE report on Global Citizenship in Schools had highlighted the school's drama links with the USA

There would be an in-service day in February, as well as the holiday break and an Information Evening.

An extra-service day had been authorized by the Minister and a request for this to take place in August had been submitted.

6. Teacher Members Report

On detention information, approval on the new proposals was awaited from the Council's legal department.

The deadline for Knox News was 12 March.

7. Parents Matters

Fiona Mackenzie advised that she had received complaints from some parents following a recent S3 Business Gateway event. Mrs Craig subsequently confirmed R Flood contacted the organiser who has apologised for any distress caused and will ensure it does not happen again.

8. Correspondence

A large amount of correspondence was circulated. The following was agreed:

- Ian Smith and Mark Wyllie would attend the East Lothian Association of Parent Councils meeting on 9 February
- Ian Smith, Mark Wyllie and Tim Holden would attend the Cluster meeting on 9 March
- Training on Understanding the Role of a Parent Council member – Vicky Cole would attend
- Parent Council conference on 24 February – Ian Smith would attend.

The Clerk would send the log-in information for the Education e-mail system round so that correspondence could be seen by all.

10. Date of Next Meeting

Wednesday 10 March 2010

Signed: _____ (Chairperson) Date: 10 March 2010

Signed: _____ (Clerk) Date: 10 March 2010

Post Meeting Note: Fiona Mackenzie noted she had received complaints from some parents following a recent S3 Business Gateway event. Mrs Craig subsequently confirmed that R Flood had contacted the organiser who has apologised for any distress caused and will ensure it does not happen again.

Action Points

What	Who	When
Information on usage of drop-in at Bridge Centre	Chair	For March meeting
Send information on indicators/scoping document	FM	For March meeting
Contact Kath Anderson with info for the curriculum group	FM	For March meeting
Attend Haddington Community Council and report back on CCF	FM	For March meeting
Issue statement on CCF on blog	TH	ASAP
Clarify whether elements of MAAP can be used for DoE	JC	For March meeting
Presentation on exam results by subject	JC	For March meeting
Colin Sutherland to attend future meeting after current year's exam results	JC	Date to be agreed