

**Minutes of Parent Teacher Network Meeting
Wallace High School
Tuesday 29th October 2013**

Present: Fara McAfee (Chair), Helen Hawthorn (Treasurer), Gill King (Secretary), Scott Pennock (Headteacher), Donna Harris (Depute Head), Jennifer Bairner, Kathleen McMasters, Jen Adams, Kirsten Birkin, Rachel Metcalfe, Katheryn Fraser, Celia Morales, Julia Lopez, Alison McGregor, Megan Jack, Lynn Cooke, Nicola Beale, Jane Riley, Kitty Gallan, Mo Firth, Sandra Hayashibara.

Apologies: Karen Dunn

Matters Arising: Gill still to contact email list re: what parents would like to raise funds for and how to go about it.

Action: Gill to email parents re: fundraising

A brief discussion was had as to when the PTN are needed to support school events with refreshments which is also a fundraising opportunity. Unless contacted by the school or, the person in charge of the specific event, then we are not expected to supply refreshments. If we have any queries we should contact Mr Pennock who will liase with the relevant person.

Recycle Project

Jen Adams offered to head up the recycle project.

Annual Feedback of School Accounts

The annual School accounts were fed back to the PTN through the chair, Fara McAfee, following a meeting with Mr. Pennock and Mr. Ramsay. The council and another school audit the school fund annually. Examples of how the fund has been used include: supporting ICT development; the positive rewards scheme; the school uniform initiative; and graduation gifts for S6. One of the aims for future use of funds is to regenerate the social and work areas of the school so that it can benefit all pupils.

The current PTN fulfills the functions of what was the school board and PTA, as such, school accounts need to be presented to the PTN chair and reported to the PTN. It was agreed that this would take place annually in September when the school budget is submitted.

It was decided that there would be a regular agenda item in the meeting to discuss funds and suggestions as to where they should be spent. It was suggested that seating should be looked at for use at lunchtime to encourage healthy eating by providing adequate seating for all pupils to stay in the school grounds. The new catering supervisor is looking at lunchtimes and the best logistical way of feeding all pupils.

Action: Add section to next Agenda - GK

Burns Night

Megan Jack, Head Girl, addressed the meeting to ask for the PTN to support the 6th Years in organising the Burns night next year. The night is hoped to be a family focused event. Jane Riley and Nicola Beale offered to represent the PTN in this. They will liaise with Mr Pennock, Mr Ramsay, Mrs Pirrie and the 6th Years.

Action: 6th Years, JR, NB, SP, PR & Mrs P to meet to discuss Burns night.

Communication Team

Sandra and Jane are meeting Paul Ramsay to learn how to add photos to the PTN website. It was mentioned that the school website can be slow at times, this will be addressed in the near future.

There was a discussion as to how the PTN could access more emails, Mr Pennock will look into this.

Parent/Carer Questions:

Drama – a question was posed as to whether Wallace High could provide accredited drama classes. This is not possible at the moment, there are providers locally however, the school cannot endorse any specific business.

South Africa Trip – it was asked how the pupils were going to be chosen for the trip and why when the trip was promoted as a Geography/ Biology trip the pupils who are doing these subjects aren't necessarily getting priority. Mr Pennock will pass on thoughts to the teachers in charge of the project.

Mindfulness Sessions – Mr Pennock was asked to look into a project which runs at Dunblane High which offers the pupils strategies which help with managing stress, especially during exams. Mr Pennock said he would look at this.

PE Kit – it was asked if the PE department could be made aware of the difficulties in accessing the PE kit due to stock shortages at Logo Express.

Head Teachers Report

The Internet safety Session was really well attended and had very positive feedback regarding the content. Mr Pennock apologised that it was on the same night as the Operation Wallacea talk, however because both the talks were held by organisations outwith the school then this could, unfortunately, not be helped.

Apologies were made for moving the S1 parents night, however it was felt that this would be beneficial to avoid clashing with Halloween.

3rd year pupils had a dummy run of selecting subjects, these are not their selected subjects. These will be done next year (2014).

Congratulations to Mrs Paul, who will be moving to McLaren High as their new Depute Head.

There is an Anti Drug rock group coming in which the S2 & S3's will be attending.

Donna Harris discussed how she has been working on Homework, looking at the curriculum and quality assurance and attainment. She has been seeking views through focus groups and speaking to the pupil council. There will be a more structured homework policy coming out looking at managing homework, online resources and starting a homework club.

She is keen to raise achievement, she will be gathering info re: what they get out of class.

Next PTN meeting 22nd Jan 2014 @7.30pm