

**Wallace High School PTN – Annual General Meeting  
Notes of Meeting held Wednesday, 3<sup>rd</sup> June 2015**

1. Attendees: Maureen Firth, Kitty Gallan, Rachel Metcalfe, Pamela Steel, Scott Pennock, Lynn English, Kirsten Birkin, Janet Stott, Julie Craig, Helen Hawthorn, Janet Laverty, Colleen Swagar, Sandra Hayashibara, Jane Riley, Jennifer Bairner, Jackie Gee-Faulkner
2. Apologies: none
3. Councillor Jim Thomson – not in attendance (prior engagement)  
Wanted to raise concerns regarding cars driving fast through Causewayhead.
4. Health & Wellbeing – Mrs Pamela Steel  
Pamela is working on a whole school audit covering all faculties looking at what the whole school are doing regarding health and well being and where the gaps are. This is a key curriculum area for the whole school – quick questionnaire to be completed. Looking at mental, social and physical health and outcomes that affect the whole school. “Do you know what we currently do?”; “How do you think we are performing?”; and “What could we do better?”. Parents not at the meeting to be invited to complete the questionnaire and sent it into the school.
5. Matters arising from last meeting  
Lunch card system is to be introduced to save the school money and as part of the health & wellbeing initiative – allows parents to control money being paid in and lets them see what pupils are buying. Hope that the parent pay system will come into play in the new school year. Also means parents can pay for trips online. System is an online credit system which parents can log into and will be rolled out authority wide, one school at a time.
6. Re-election of Committee/Office Bearers:
  - Chairperson – Kitty Gallan
  - Secretary – Maureen Firth for coming year but to stand down in one year’s time
  - Treasurer – Jane Riley for coming year but to stand down in one year’s time
  - Fundraising/Communications - Jen Bairner
  - Communications (website, twitter and facebook) – Sandra Hayashibara for coming year but to stand down in one year’s time
  - Jackie Gee-FaulknerIf anyone is interested in joining the committee or taking on a role, please let the PTN know.
7. Chairperson’s Report - Kitty
  - a. Thank all committee members for support. Thank you to parents for contribution of raffle prizes.
  - b. Winter Fayre November 2014 – PTN donated luxury hamper.
  - c. Christmas Concert – raffle, mulled wine, baking and chocolate fountain.
  - d. Spring Concert – refreshments afterwards. Purchased a coffee maker and urn for future events.

- e. PTN dedicated the Fara McAfee Award for Creativity to any pupil – for senior awards (cover music, art, dance, creative writing, creative events – stage, choreographer, designer). Thank to Gill King for choosing the award on our behalf.
  - f. Thank you to all parents – always need your help.
8. Treasurer's Report – Jane  
Spent approx £600 and made approx £800 in the last year. Still ongoing until the end of the year. Fara's award hasn't been taken into account yet. We have £1700 in the bank account.
9. Fundraising Report – Jen
- a. Sponsored Walk on 4<sup>th</sup> September 2015. Walk around the University loch and back to the school. Done this 4 times and raised approx £4000-£5000. Jen will liaise with Hazel Ritchie on the logistics. School organise and we come along to help and organise water and sweets. We also organise Police and Council. As many parents as possible to help as stewards – pupils to be in sight of a steward at all times. Money goes into school funds to subsidise buses, rewards trips, etc and possibly another charitable event. We have also tried to get a prize sponsored to give to the pupil raising the most amount of money – if we can't get it donated, we can buy it from PTN funds.
  - b. Summer Concert – require raffle prizes of unwanted gifts or donation of items. Hand into the school office. Set up tables – wine, home baking, juice, crisps and raffle – make a few hundred pounds on the night. Volunteers required for the evening too. Concert's are Tuesday, 23<sup>rd</sup> and Wednesday, 24<sup>th</sup> June 2015. Parents also requested to help promote the show. Props are all made in school. Good to get feeder schools interested in the events (especially for P7 pupils).
10. Communications - Sandra
- a. Facebook page for Wallace High PTN and Twitter account. Also got a website, supplied by the school. Go onto the main school website/ links/parental links – access PTN website from there. We have lots of information, requests for help prizes, links to the curriculum, and extra curricular activities. If you would like to see anything else, let Sandra know.
  - b. Parent Council Network Meeting of 28<sup>th</sup> May 2015 (see separate sheet)  
Trio of schools set up to help with raising attainment and performance. Wallace High, Bannockburn High and Dunblane High are working together, sharing information and stats. This week the three schools had a shared S6 conference and will have a shared staff professional development calendar (CPD); and middle leadership to have a conference (broadening the scope of our management team). Share best practice.
11. Headteacher's Report
- a. 3G pitch – to be started before the summer and to be ready for the new term. Have bookings for this already. Our pitch will become a major resource for the area. Part of the deal – we pay the maintenance cost for the life of the school and we have use of the pitch during school times.
  - b. Looking to invest money in the school – new music and technology suite (teach in junior school and teach to higher level in senior school). Recording equipment, headphones, etc.

- c. New School Travel Plan – now online. Based on feedback from PC Brown and Pupil Council. This is a council requirement. Summarised parental feedback received so far. Looking for parent views in a year's time. Flags up hotspots for parents.
  - d. Rewards trips – S2 and S3s now all run in the last couple of days, but short parental notice because the buses were cancelled (required for Network Rail). Also lost prom bus – however, now all sorted. S4 reward trip – Vue cinema vouchers to be posted out to pupils and any junior child who missed out on their reward trip.
  - e. New calendar for next term will be distributed with the end of term newsletter during the holidays. Any changes to the calendar will be sent out by twitter and parental text.
  - f. Pupil holidays – stop on Tuesday for Christmas and come back on a Thursday. Easter weekend doesn't fall at the same time as holiday.
  - g. 33 period week update – all secondary heads to meet before August to confirm final arrangements. Bus provision was previously a concern, may now have something in place. To be in place for start of session 2016/17 - 9<sup>th</sup> May 2016 to start. Decisions to be made by end of August 2015 and communicated thereafter.
  - h. PTN support for fundraising – working with Ocean Youth Trust. Group of 10 young carers – hope to send them on an ocean voyage at the end of June 2016 (life changing experience – man ship, etc). Ocean Youth Trust will cover half of the cost and we hope to get funding through Children in Need and target some income through PTN income. Kids involved would be required to help with fundraising.
  - i. National Union of Journalists – hope to recruit a team of young journalists – allows pupils to build a portfolio to help them get into a course on media and journalism. Bannockburn High also taking part. Staff team have been trained (hope to get 5 pupils from S4, S5 and S6). Sound engineering and technical side – hope to train staff later on the in year and we could roll this out thereafter. Could put videos from assemblies, music events, sporting events on the web. Also setting up a U-tube link on our website.
  - j. S6 conference – parents to be sent a communication – linking with the Fire Service and Anthony Nolan Trust (bone marrow trust). From age 16, pupils can donate bone marrow and save lives. If they want to be a donor, the trust come out and get pupils to spit into a tube, take a bit of blood and if all is well, pupils can go on the register. Young adult's decision!
- PTN thanked Scott for coming along to the meetings and for his work within the school.

12. A.O.B.

- a. School Show – 23<sup>rd</sup> & 24<sup>th</sup> June – donation of raffles requested.
- b. Parent Question – accurate daily reports on pupils' attendance to avoid unnecessary concern to parents. Noted that the current system has it's faults. Parents agreed to the school changing the system so that texts are issued around 10.15am after Period 1 (to negate any confusion with parents if pupils miss tutor group or have been marked as absent but are actually in school). If a pupil is identified as more vulnerable, we have a check-in with a pastoral teacher, so they would be caught anyway. Any mistake will be corrected on a pupil's attendance report.
- c. Parent Question – how does the school feel regarding the new higher sand how the exams went? Generally, tense time as with previous years. However, the higher maths exam has had a lot of press and was very different in style to what had been taught and to the exams in the model paper books. SQA may recalibrate the exams and may omit questions (based on

candidate performance) and look at the pass marks. There should be the same percentage of pupils who have As, Bs and Cs. For future, need clarity on what next year's exams will reflect – similar to the exam paper or similar to the model papers. SQA will feedback to Universities re any anomalies in exam results. School can request a remark only if there are reasonable grounds to do so (no appeals are sent) – only remarks. School gets percentage marks within each grading and each band – this is shared with pupils on request – information is not available to Universities.

13. Date of Next Meeting: Monday, 31<sup>st</sup> August 2015