



WALLACE HIGH SCHOOL PTN MEETING

23rd March 2017 7PM - Wallace Room, Wallace High School, Stirling

Attendees

Tor McKay
 Karen Morrison
 Moira Ann-Jack
 Eve Kidd - Treasurer
 Janice Morgan-Singh – Communications Co-ordinator
 Jackie Gee-Faulkner – Committee Member
 Wendy MacKinnon - Chair

Alison Gow – Ochil House Representative
 Scott Pennock – Head Teacher
 Donna Harris - Depute Head Teacher
 Pamela Steel - Teacher
 Janet Lavery – Fundraising Co-Ordinator
 Rachel Metcalfe – Fundraising Co-Ordinator

Apologies

Colleen Swagar – Secretary

Agenda Item	Action	Who
<p>1. Welcome, Introductions and Apologies Chair opened the meeting at 7pm thanks and introductions made. The meeting was attended by a pupil at the school called Bruce who presented to the committee the careers advice website called My World of Work. This software is provided by Skills Development Scotland and encourages all years to explore ideas about future careers.</p>		
<p>2. Matters arising from last meeting Minutes of the previous PTN meeting were circulated via email to PTN members (parents and carers) and the PTN website. A link to the minutes also provided via Facebook page.</p> <ul style="list-style-type: none"> • The appointment of the head boy/girl will be made next term and it is proposed that they will be invited to attend future PTN meetings. • Wish List from Departments update: Some purchases from the wish lists have been actioned. All requests have been sent to Paul Ramsay (Business Manager) A Total of £450 of PTN funds has been committed to the wish lists. • Sponsor of event during Activities Day: Mrs Ritchie agreed to bring some information about how the PTN could assist by sponsoring an event for next year. For this year, because of the short notice, the Committee agreed to provide popcorn/sweets for the film club. Clare Winters is the contact for this event. 		
<p>3. Treasurers Report Eve Kidd (Treasurer) confirmed a balance of £1652 Income: Fashion Show - £84 Mugs have been purchased to provide teas and coffees at events.</p>		
<p>4. Communications Report The parent survey went out to parents and we had 36 questionnaires returned. Some of the key issues that arose from this survey were:</p> <ol style="list-style-type: none"> 1. Email is preferred method of communicating news to parents from PTN. 2. Most respondents did not realise they could raise issues to be discussed via email (to the PTN secretary) 3. Between 50-65% of respondents would like the PTN to hold workshops on topics of interest and/or provide more information of how parents/carers can support their children at school 4. Time constraints was the main barrier to attending PTN meetings (70%) <p>Scott (Head) proposed that the PTN put together a letter to go out along with the end of year communications. This letter goes out at the end of May/June time. This could be a letter welcoming new students and reflecting on this year's events/funds spent etc and to introduce the school community to the PTN aims and purposes.</p>	<p>PTN to think collectively about what the letter could say and pass this to Scott for inclusion for the end of year comms</p>	<p>ALL</p>

<p>5. Ochil House Report</p> <p>Alison gave an update to the committee on what has happened at Ochil House since the previous meeting.</p> <ul style="list-style-type: none"> • Monthly coffee mornings continue with guest speakers from a number of organisations representing issues around Additional Support Needs educational provision. • ArtLink presentation to parents/carers was given as part of the transition programme for P7's coming into S1 at Ochil House which was scheduled for 29th March 2017. • Trip to Dynamic Earth is planned for 27th March 2017 with majority of pupils attending. • Transition visits to RNIB sensory facilities • Forth Valley S5/6 link program with courses for young people with severe and complex needs. • Alloa Campus have a 2 year course for pupils to develop office/people skills for work. • Greenroutes has some S5/6 pupils attending every Wednesday to receive training to nationally recognised level in horticulture. • Camphill in Blair Drummond is also attended by two students every Friday. <p>Funding: Alison requested some funds to purchase team colours for FVDS (Forth Valley Disability Sports) events. Scott offered the use of some of the kit already at Wallace. The benches that were purchased for Ochil House were gratefully received and they are now seeking to raise funds for a Swing to be installed which is being considered by the Business Manager. A fundraising event is planned for coming Friday with Mrs Donaldson and Mr Cordiner to develop a dialogue with parents and encourage positive relationships.</p>		
<p>6. Head Teachers Report</p> <p>Scott handed to Pamela Steel who asked the committee to complete an online questionnaire around the subject of Pupils Mental Health. This was done at the meeting. Scott informed the committee that he and Mrs Whillans had been invited to attend the Houses of Parliament in recognition of the work that has been done with the Play Unified activities.</p>		
<p>7. Car Park and Drop Off</p> <p>The Chair raised concerns about the design and usage of the car park during drop off and pick up times. It was suggested that a polite reminder to parents could be included in the PTN letter to parents at the end of the year.</p>	PTN to draft	ALL
<p>8. Health Subjects – Breastfeeding & Smoking</p> <p>Janet Lavery raised the possibility of promoting the benefits of breastfeeding to pupils. There has been a steady decline in mothers making this the preferred choice of feeding and it was suggested that it might be worth considering tackling this before motherhood happens.</p>	Pamela Steel as "Share programme" co-ordinator is taking forward this as topic for consideration.	PS
<p>9. Dates of next year's meetings:</p> <p>Scott and Wendy to meet to plan and confirm dates for the school calendar. Also to plan the proposed satellite meetings in the other catchment areas.</p>		
<p>10. Spring Concert/Christmas Ceilidh</p> <p>The PTN is planning to provide refreshments for the interval time at the Spring Concert and the date for the Christmas Ceilidh is to be decided. Jackie is going to contact the band and confirm availability</p>	Jackie is going to contact the band and confirm availability for 17 th November as first choice	JGF
<p>11. PTN Secretarial vacancy</p> <p>There was a call for anyone who might be interested in putting themselves forward for the position. The appointment will be made at the forthcoming AGM at the end of May.</p>		
<p>12. AOB & Next Meeting</p> <p>The date of the next meeting will be the AGM on 30th May 2017</p>		