



Kinross High School Parent Council
 Kinross High School
 Loch Leven Community Campus
 Muirs
 Kinross
 KY13 8FQ

**Kinross High School Parent Council
 AGM Tuesday 15th June 2021**

Attendance	Apologies
Laura Alexander (Chair) Catriona Culley (Treasurer) Sarah Brown (Head Teacher) Andrew Baxby (Depute Head Teacher) Christina Smith Vicki Wilson Gemma Toon Kath Davis Laura Paterson Yvette Noble Nicola Carmichael George Cobb Deirdre Hutson Penny Johnston Stephanie Chadwick Rosemary Cameron (Clerk)	Heather Wilkins

Minutes

1. Welcome, introductions and apologies

The meeting was held via Zoom with Laura as host. Apologies were received prior to the meeting as above.

2. Review of previous minutes and actions arising

The minutes for April were approved - proposed by Yvette Noble and seconded by Christina Smith.

Actions arising:

No	Action	Actionee	Status
1	Send a representative from the PC to school assemblies.		On hold till next academic year due to Covid restrictions
2	Find a way to transfer blazer money from parentpay to the PC bank account.	Gemma Toon	Complete - a cheque has been issued by the school
3	Write job descriptions for office bearer posts	Laura Alexander and Catriona Culley	Complete
4	Send out request for nominations for office bearers along with job descriptions	Rosemary Cameron	Complete
5	Reconcile blazer stock take with amount in Parentpay	Gemma Toon	Complete
6	Give the school a cheque for £3k	Catriona Culley	Complete

3. Chair's Report

Overview of the role of the Parent Council

The role of the parent council is to represent the whole parent body. It is not a place for individual grievances to be dealt with, these should go through the appropriate school and if necessary council complaints procedures. However if concerns are raised by multiple parents about a specific issue it should be discussed by the Parent Council. The Parent Council Year Group Representatives might have a role in collating such information if it pertains to particular stages. Contact details for the Parent Council are also on the school website, and allow parents to raise issues of concern if they do not know any of the Parent Council year representatives and are not able to attend Parent Council meetings.

The Parent Council provides a valuable sounding board for the school. Discussion is held at Parent Council when the Senior Leadership Team are looking for feedback. Parents are hopefully all fully aware of the school improvement plan for this session, which is available on the website.

Rolling plan, updated in planning session at the end of each meeting allows everyone to have an input into the agenda for each PC meeting

KHS Parent Council Chair's report 2020/21

This is my final Chair's report, as I will be stepping down at this AGM. It has been a tough year for pupils and teachers at KHS, with many challenges. For a number of months our Tuesday meetings coincided with First Minister's announcements which meant that Sarah was briefing us in the evening on how the school planned to implement policies which she had first heard about that afternoon! Poor Andrew Baxby has probably produced more school timetables this year than most teachers do in their entire career. All the Senior Management Team and Office staff have worked tirelessly to try and provide the best possible experience for pupils, within quite restrictive council and government guidelines. Teachers have gone above and beyond, often being expected to carry out 3 roles at once, classroom teacher, online teacher and SQA marker! And after various lockdowns, pupils probably appreciate the opportunity to go to school and actually see teachers as they have never done before!

Hopefully, next year will be closer to normal. However the school still faces considerable challenges. As we discussed at our last meeting, council funding continues to decrease - KHS has 10 less teachers than it had 5 years ago, and though pupil numbers have also fallen due to the changes in policy around taking out of catchment pupils, overall the pupil-teacher ratio is higher than it was. That is already being reflected in for example a reduction in course choice for senior pupils, and will have other impacts we are likely to see next year. We probably need to try and maintain pressure on our local councillors and MSP to highlight our concerns about this. The Scottish Government announced an extra £100 million in February to accelerate education recovery in 2021/22, including £60 million to support the employment of more teachers, classroom support staff and facilities management. Hopefully some of this is going to come to KHS.

Many thanks to Rosemary, who has continued to do a great job as our Clerk, and who makes the role of Chair much simpler than it would otherwise be.

What we have achieved this year

We had presentations and the opportunity to ask questions from the following Principal Teachers

- Expressive Arts
- Science
- English
- Maths
- Technology

And also from the 3 Depute Heads

As well as Sarah Brown's Head Teacher's report at each meeting, we have been involved in consultations on

- Covid arrangements when school was open and Virtual School when it was not
- Communication between school and parents
- School Improvement plan
- Next school year

Invited external stakeholders

- Skills Development Scotland
- Local Councillors - Discussed issues around council budget setting, and likely impact of this on KHS. Also discussed impact of varying numbers in different year groups on pupil choice in the Senior Phase
- We have also contacted PKC with concerns about the staffing resource at KHS, and the lack of support from the council around implementing Covid measures.

Pupil Leadership team – the 3 School Captains and other members of the team attended our September meeting

Events and Fundraising Team – this was a separate entity but had run out of steam, at the start of the previous session we had agreed to bring it under the PC as a sub committee with Lynne Prentice as the school link person. Unfortunately due to Covid-19 we have not not been able to organize any events, hopefully next year we will finally be able to revive the 10k run. Given the financial constraints the school faces, being able to continue to support the School Fund is probably more important than ever. We have managed to do this over the last 2 years only by using up our available reserves.

4. Treasurer's Report

1. The Finances continue to be healthy with General Account balance of £2083.83 at the end of the financial year (£2000.71 as of 1/06). The PKC Annual Grant was received later in the year due to COVID Pandemic and was slightly more than the previous year, £737 as opposed to £721. The annual grant covers our clerk fees. Due to online meetings and no requirement for printing the clerk has not claimed any expenses.

2. The monies from blazer sales, which were directed via parent pay, were received after the end of the financial year and amounted to £970, significantly less than £3730 received in 2019-20. This would not be sufficient to cover the payment to DW Stevenson of £2081 made this year, but stock is reported to be good and we await report from blazer sales projections.

3. Due to the Pandemic there have been no fund raising activities. Despite this we have been able to donate £3000 to the school this academic year although this will be accounted for in the next years accounts. This was given in a single payment for the school to distribute to departments as deemed appropriate. This was significantly less than the £6415 donated in the last financial year.

4. Future donations to the school may be limited by lack of fund raising opportunities and impact of reduced blazer sales, although the account continues to be healthy with funds to cover outlay for future purchase of blazers.

5. Retiral of current treasurer and chairperson requires a transfer of signatories to new office bearers. This is now undertaken on line and Catriona Culley will facilitate this once the new office bearers are in post.

5. Blazer Sales Update

The blazer delivery has arrived but the invoice has not been received yet. Blazer sales are continuing to be done via the school office but there is a possibility of an outdoor sale in August.

6. Election of Office Bearers

No nominations were received either prior to the AGM or at the AGM. With no volunteers for the post of Chair, action Laura Alexander to ask Heather Wilkins if she would be willing to take on this role. Christina Smith and George Cobb volunteered to be Vice-Chairs and Gemma Toon volunteered to be Treasurer for one year, with Stephanie Chadwick working with her.

Christina was proposed by Catriona Culley and seconded by Yvette Noble

George was proposed by Laura Alexander and seconded by Gemma Toon

Gemma was proposed by Vicki Wilson and seconded by Kath Davis

Penny, Yvette and Gemma thanked the outgoing office bearers for all their hard work.

7. AOB

It was decided that the PC Clerk should buy a Zoom licence before the August meeting and should host the zoom meetings. Action Rosemary Cameron

Mr Henderson has requested someone from the PC to attend the S1 induction for parents. George Cobb volunteered. Action Laura Alexander to send him a presentation which has been used before.

8. Head Teacher's Report

Mrs Brown thanked the Parent Council for their support during the pandemic, in particular Chair Laura Alexander and Treasurer Catriona Culley.

Pandemic learning has been challenging and we have all learnt new skills.

The school has become better at risk management and the pupils have been excellent.

Now looking forward to doing things that enhance the learning experience.

The change to the year will happen in August and the school is continuing with the two-week timetable with adjustments. TSG will be re-introduced with year bubbles. The learning walk is up from 75% to 94%.

Arrangements for next year - no change to school guidance. Advice will be provided to local authorities over the summer. Mitigations will remain at the start of next term unless advised otherwise. Google classrooms are being prepared and there will be Covid support staff (4 days a week mentoring and an additional pupil support assistant).

Mr Baxby gave some context to the recent school rankings:

Measures used to compare schools:

League tables

- Uses leavers' chances of attaining 5 highers

Positive destinations

- % that progress to a positive destination and where they go (KHS is higher than average)

Literacy and numeracy

- BGE into qualifications

Attainment vs Deprivation

- How well pupils do from each SIMD decile

'Breadth and Depth' KPIs

- Virtual comparator

The Virtual Comparator is

- insight generated

- complex measure

- removes as many variables as possible to produce a fair and reliable comparison

- every pupil is matched to 10 VC pupils and average attainment is then used to compare

- key demographic features - sex, SIMD, additional support need and leaving stage

- significance (2+% better or worse) is important

To improve VC -

- Data informed approach to interventions

 - Where is the gap and what can be done about it?

 - Planned interventions

 - Communication/awareness of concern

 - Mentoring

 - Study support

 - Removing barriers

Mr Baxby presented data from the school attainment and achievement profile (SAAP) which is available at

<https://public.tableau.com/app/profile/sg.eas.learninganalysis/viz/SchoolInformationDashboard-Secondary/Introduction>

Mrs Brown concluded by talking about the Alternative Certification Model (ACM) for SQA qualifications in 20/21.

Stage 1 - ongoing until April, learning and teaching, staff training.

Stage 2 - April-May, evidence gathering and quality assurance.

Stage 3 - End of May to 25th June, learning and teaching concluded for certification purposes, final stages of quality assurance.

Stage 4 - By 25th June, submission of quality assured provisional results.

Stage 5 - Results day 10th August, appeals process to be advised.

A closer look at Stages 3/4 -

HMIe undertook inspection activity in PKC

Two assessment support days were used for moderation across PKC and Tayside

SQA sampled and provided specific feedback

Tracking report provided to parents with working grades (can change and school will contact if this

happens)
 SLT and LA quality assurance (ongoing to 18th June)
 Parents/pupils invited to report any concerns
 Results Service -
 ACM aims to provide fair and credible results
 Appeals process - learners register directly with SQA and by 12th August (academic judgement, admin error, discrimination) or via the school on 24th to 27th August.
 Appeal based on demonstrated attainment (review of evidence)
 Priority appeals will be processed by 8th September (UCAS deadline)
 Exceptional circumstances - September extension
 Next session the presumption is for an exam diet and ACM as contingency

9. Planning

It was agreed that Tuesday is the best night for the meetings next year.

The following dates were suggested and agreed:

24 August 2021
 28 September 2021
 2 November 2021
 7 December 2021
 18 January 2022
 1 March 2022
 26 April 2022
 14 June 2022

Action Rosemary Cameron to send a list of these dates to the Chair and Vice-Chairs.

The August meeting will be via zoom and the school catering manager, Bernadette Woodhouse, is to be invited to give an update on the changes to catering. Action Rosemary Cameron.

Date of next meeting: **Tuesday 24th August**

No	Action	Actionee	Timescale
1	Send a representative from the PC to school assemblies.	Chair/Vice-Chairs	On hold
2	Transfer bank signatories to new office bearers	Catriona Culley and new office bearers	24/08/21
3	Laura Alexander to ask Heather Wilkins if she would be willing to become Chair	Laura Alexander	30/06/21
4	Buy a Zoom licence	Rosemary Cameron	24/08/21
5	Send presentation on PC to George Cobb	Laura Alexander	
6	Send the list of dates for next year to the new Chair and Vice-Chairs	Rosemary Cameron	30/06/21
7	Invite Bernadette Woodhouse to the August meeting	Rosemary Cameron	30/06/21