**Smithycroft Secondary Parent Council Meeting**

**Minute of Meeting held on Monday 7th September 2020**

**In Attendance**: Gillian Doody – Vice-chair (parent – Heather Little), James How (Teacher Rep),

Tracy Miller - Chair (parent – MacKenzie Christie), Mark McClintock (Parent – Kerry McClintock), Patrick Oberg (Head Teacher), Muriel Pearson (Co-opted Member), Neil Young (Parent – Struan Young) and Julie Thompson (Clerk)

**Apologies:** Adrian Hood (Teacher Rep) and Libby Young (Parent – Struan Young),

1. **Previous Minute**

Previous Minute was proposed by MM and seconded by NY.

1. **HT Report**

Staffing

As AH is recovering from his accident PO explained that Stephen Brown has been appointed as Acting DHT. We also have Katie McGugan and Laura Gray carrying out Acting PT Pastoral Care roles.

On Friday we appointed a PSA who will support a member of staff within our Food Technology department. Due to 2 PSAs leaving we are looking to have these positions filled. Applications have been received and interviews will take place soon.

We have a vacancy within our Modern Languages department. Again, applications have been received and it is hoped to have someone in place by the October holiday.

PO is investigating ways we can use our PEF funding, in terms of staffing, to support inclusion within the school. We currently have a Family Support worker, Natalie Miller, who is employed by Fare, but is based here. NM will be supporting our young people in lots of different ways. For the next 4 weeks we are lucky enough to have an extra worker from Fare with us.

COVID

All the plans discussed previously have been put in place. These are having varying degrees of success and we plan to evaluate them in the coming weeks. Now that face coverings are mandatory we are encouraging our young people to comply. Pastoral Care will be working with our pupils to ascertain who is exempt and these pupils will be provided with an arm band which can be shown if anyone asks why they don’t have their face covering on.

It is understood that pupils are struggling to see the need for face coverings when moving around the school and in our social areas as they don’t have to wear them in class. NY suggested putting this to the pupil voice to gather their thoughts on this issue. Findings could be passed to Glasgow City Council.

Pupils appear to like the staggered interval and consultation regarding staggering lunchtime has been issued to staff. There are lots of practical issues with this model, but if it is thought beneficial we would take it forward.

It was noted that if a pupil were to test positive with COVID 19 the matter would be taken out of our hands in terms of Test and Protect as Glasgow City Council has a team in place who would intervene.

I-Pad Deployment

This began today, but unfortunately, was not successful due to technical issues out with our control. We have been in touch with Apple and CGI and hopefully things will be better tomorrow.

Following discussions with staff it has been agreed that in the main our younger pupils will use Showbie with our senior phase pupils using Teams when using their I-Pads. Showbie is geared at primary schools, but it has benefits which would work well with our younger pupils. Other Apps can be used within particular departments.

NY questioned if pupils could download their own Apps. This won’t be possible as there is an App Store that has to be used. If a department felt they would like to utilise a particular App they could present a business case to Glasgow City Council.

1. **AGM**

Our AGM is scheduled to take place on 26th October. After discussion it was agreed that this would be a hybrid model of a face to face meeting and Zoom. The purpose of this is to allow as many of the parent forum to be involved as possible.

The Parent Council will prepare a paragraph for the web-site alerting parents to the fact that the AGM is taking place. Parents can be part of the voting process when voting in new members of office. Any parent who wishes to join the Parent Council needs attend this meeting.

1. **Future Meetings : Zoom / face to face**

It was agreed to keep the planned face to face meetings in place, but in an effort to include the wider Parent Forum 3 Zoom meetings will be facilitated. The meetings will take place on the following dates:

26th October

23rd November

25th January

22nd March

10th May

Zoom meetings will take place on:

14th December

22nd February

7th June

The first Zoom meeting of next session will take place on:

11th August 2021

To provide clarity when hosting Zoom meetings a disclaimer will be prepared by JT which will be shared at the beginning of each Zoom meeting.

1. **Cashless System**

Following the recent cashless system imposed by Glasgow City Council PO reassured the Parent Council that we have designed a system to ensure no young person will go without a lunch and that we will support any parent who is finding the new system difficult to use.

1. **Parent Council E-mail In-box**

PO will ensure details of this will be added to the web-site. Parents will be encouraged to utilise this facility to allow the Parent Council to take forward issues on their behalf.

1. **AOCB**

School Budget

Due to the current situation no accounts have to be submitted, but the Parent Council budget provided by Glasgow City Council will still be downloaded.

Payment to the Clerk was made covering the following meetings:

13th May 2019

2nd September 2019

28th October 2019

2nd December 2019

27th January 2020

16th March 2020

6 meetings @ £40.00 = £240.00

Meeting started at 6.00pm

Meeting finished at 7.30pm

Next Meeting to be held on 26th October 2020