



**Minutes of A.G.M. Perth High**

**School Parent Council & PTA**

**7.00pm – 15 June 2022 at Perth High School**

**Present:**

Grant Wooler (Chair, on Zoom); Susan Morrison (Secretary); Caroline Stewart-McEwen (Joint Treasurer); Sam Pettigrew (Joint Treasurer); Paula Collin (PTA); Martin Shaw (Headteacher); Olivia L (Head Team); Ryan S (Head Team); Cllr. Liz Barrett; Susan Brown; Marco Malagoli; Brian Reid (PKC); Bruce Renfrew; Bill Russell; Elizabeth Scott; and Rachael Simms (PKC).

**Apologies:**

Steve Elliot; Rob Jarvis; Cllr. S McCole; Ailsa McLellan; Gail Meek; Graeme Milne; Dave Shenton; and Merrick Whyte.

<b>Agenda Item</b>	
<b>1</b>	<b>Welcome by Chair</b> The Chair was present virtually by Zoom and welcomed everyone to this AGM. Cllr. Barrett commented that perhaps future meetings could be held in hybrid mode.
<b>2</b>	<b>Minutes of previous meeting and matters arising</b> The Duke of Edinburgh Prism has been signed off by the headteacher and the expedition is going ahead.  The minutes were then proposed by Susan Morrison and seconded by Bruce Renfrew.
<b>3</b>	<b>Chair Report</b> It has been respectfully requested that members of the council do not use company emails whereby default it states 'confidential, for recipient only' and to use personal emails if this is the case.  <u>Constitution</u> A new constitution has been rewritten (Item 6) and will hopefully be approved but to highlight that Connect, the Parent Council governing body, may still overrule.  <u>Zoom</u> The Zoom licence has expired but there may be other more appropriate platforms to conduct future meetings in a hybrid mode.

	<p><b>Action: Investigate alternative platforms – Martin Shaw with Brian Reid</b></p> <p><u>Finance</u></p> <p>The treasurers are now the signatories on the Parent Council account and incumbent Chair will pass on his signatory to new Chair.</p> <p>Normally there are only around six transactions per year but this is rising because of more grants being awarded to the Parent Council. As things currently stand, rather than issue a one-off payment (for example to the PE department for boxing equipment), each separate transaction for each bit of equipment submits a receipt to the Parent Council for remuneration by cheque. It was suggested that this difficulty arises because all Council orders must go through a central purchasing system. It would be preferable that each individual club opens a Business Treasurers Account to ensure that the Parent Council is not used like a bank.</p> <p>The Parent Council has received a £500 grant from the Mens Club for school team clothing' and £1,500 from winning the Tesco Blue Button scheme. A similar ASDA scheme will close in September where the maximum grant would be £400.</p> <p><u>Website and social media</u></p> <p>School is responsible for the school website which is currently under functioning however it will be on the school improvement plan for next session. Facebook and Twitter accounts still to be set up for Parent Council. There is now a general email for the Parent Council.</p> <p>It was noted that any meeting room should be booked well in advance and when circulating the agenda, to ask that folk indicate their attendance/apologies in advance to allow for the appropriate room to be set up.</p>
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p><b>4</b></p>	<p><b>Presentation on new school building</b></p> <p>This item was moved up the agenda so the two representatives from PKC needn't sit through the entire meeting.</p> <p>The Chair welcomed Brian Reid and Rachael Simms, Project Support Team, Education and Children's Services, Perth Kinross Council.</p> <p>Brian gave a brief outline of the current construction project. The architects/design team are NORR and the construction company appointed are Robertsons. Currently the team are working through the costings which has been problematic due to Covid delays and material sourcing changing. Hopefully a price commitment will be in place soon thus allowing work to begin around October/November 2022 rather than the original summer 2022.</p> <p>It was noted that the construction of the new Riverside Primary was also four months behind. Questions were then taken:</p> <p><u>Consultation and involvement</u></p> <p>There was a User Reference Group set up but it appears to only have met once</p>
-----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

(PC Chair attended at the time) and there were concerns raised that opportunities for parents and pupils to contribute to the process may have been missed. Brian confirmed that any tweaks to plans would depend on their nature and affect on costs. The User Group is due to meet again in September 2022 and includes representatives from the construction and architect companies. Jen Preston from the project team is constantly liaising with the school.

As requested, the link to the video 'fly through' and the minutes of the User Group meeting are imbedded within these minutes for reference:

*Fly through*

<https://mail.google.com/mail/u/0/?ogbl#inbox?compose=CllgCKCDCdRcCNHCnGtmjMrdbJsrzkxFdvkkWgmwDKVzpWbHJGZBhmXgWrijMjNIJCJpRBMkzKLq&projector=1>

*Minutes of User Group*

<https://mail.google.com/mail/u/0/?ogbl#inbox?compose=CllgCKCDCdRcCNHCnGtmjMrdbJsrzkxFdvkkWgmwDKVzpWbHJGZBhmXgWrijMjNIJCJpRBMkzKLq&projector=1&messagePartId=0.1>

*Had any lessons learned from the construction of Bertha Park High School been incorporated to this project?*

*Noise*

Based on previous experience, a PC member raised concerns about noise levels in a more open plan school.

The project has an acoustician who ensures that all targets regarding noise are met. Open plaza areas have been re-positioned to reduce noise.

*Ventilation*

As the construction is to Passivhaus standards how will the temperature be controlled to ensure no overheating.

Ventilation strategies have been remodelled and adapted post-Covid.

*Tendering process and costs*

Fit out is included in the tendering process and getting fixed costs in the price offering from contractors has delayed the project due to sourcing and increasing costs of materials – fuel alone has increased the budget significantly.

The Riverside Primary budget increased from £5.2M to £19M and costs are always a risk.

There were concerns as to what happens if costs become too expensive. In this case the Project Team would report back to the committee and request additional funding. It was noted that funding has also been made available direct from the

	<p>Scottish Government through its Learning Estate Investment Programme (LEIP).</p> <p><u>What will be special about the new school?</u></p> <p>There will be no more narrow corridors and the design will flow to allow a quicker transition from A to B. It will have excellent connectivity and Wi-Fi enabling more modern methods of teaching.</p> <p><u>How are pupils contributing?</u></p> <p>An external consultant was appointed to conduct focus groups with the pupils and around 600 pupils took part. This information should still be available.</p> <p><b>Action: Parent Council to receive copy of focus group findings – Susan Morrison</b></p> <p><u>Will there be any opportunity for pupils to re-engage?</u></p> <p>It is not envisaged that plans will change but pupils are welcome to be involved via ‘Children’s Voice’ which is a new consultation programme. There are also opportunities to be involved in eco groups and encouragement into the construction industry with the contractors offering apprenticeships and appointing a liaison officer. Pupils will also get to don hard hats and go on site. Some of the design work has been done by the pupils.</p> <p>Brian thanked everyone and made it clear that he is happy to return to discuss the technology aspects of the new school and mentioned that ‘Teams’ works well for future hybrid meetings. Duly noted.</p>
5	<p><b>Secretary Report</b></p> <p>Already covered by Chair.</p>
6	<p><b>Treasurer Report</b></p> <p>Already covered by Chair.</p>
7	<p><b>Constitution</b></p> <p>Bruce Renfrew produced an updated constitution. One of the biggest issues faced by the Parent Council was engagement so the structure was changed to include ALL parents rather than the previous Parent Forum, Parent Council, Committee. Use of social media channels should help engagement and advertising on Daily Bulletins too.</p> <p>All parents are welcome to attend and future meetings should look at hybrid models to encourage more engagement. Other changes include being able to amend the constitution at an EGM rather than only at an AGM.</p> <p>There was some discussion regarding how long an office bearer remains in post and though the quorum was considered low at seven, given the number present tonight, not unreasonable.</p> <p>There was a unanimous vote to adopt the new constitution and both Bruce and Bill Russell were thanked for their input into the process.</p>

<p><b>8</b></p>	<p><b>Election of Office Bearers</b></p> <p>Chair: Bill Russell Nominated by Susan Morrison, seconded by Bruce Renfrew</p> <p>Vice-Chair: Susan Brown Nominated by Bill Russell, seconded by Bruce Renfrew</p> <p>Secretary: Susan Morrison Nominated by Grant Wooler, seconded by Sam Pettigrew</p> <p>Treasurer: Sam Pettigrew &amp; Caroline McEwen Nominated by Susan Morrison, seconded by Grant Wooler</p> <p>Bill Russell assumed the role of Chair for the remainder of the meeting. Grant Wooler was thanked for his contribution and effort in stepping in as Chair at last election and will remain on the Parent Council as a community person. Thanks also to Steve Elliot and John Harper for their involvement with the Parent Council, whose children have now left Perth High School.</p>
<p><b>9</b></p>	<p><b>Headteacher report</b></p> <p><u>Staffing incident</u></p> <p>Following a recent incident in which a member of staff was accidentally knocked over, robust steps have been taken to address and learn from this which include specific assemblies for each year to reflect on personal values and staff meetings.</p> <p><u>School Calendar</u></p> <p>The new school calendar has been agreed and will be continually updated on the school website.</p> <p><u>Reporting</u></p> <p>The reports for pupils will remain the same and is currently one written, parent contact evening, BGE=2 x data report, Senior Phase 3 x data report.</p> <p><u>Events</u></p> <p>Now that the school is able to invite parents into the school, it hopes to plan a series of events to engage with parents. This will be prioritised to focus on S2,3 &amp; 4 parents as they have not experienced a normal community relationship with the school because of Covid.</p> <p><u>SQA</u></p> <p>Exams are now finished and invigilators were impressed by the conduct of pupils.</p> <p>Mr Shaw discussed some projections based on SQA estimates. He will update the Parent Council o attainment data after the August SQA Results Day.</p> <p><u>New timetable</u></p>

This started on 23/5/2022 and will be fully in place after August taking into account any adjustments required due to exam results.

### Wider achievement

The school has participated in the Rotary Awards; Festival of the Arts; the Lego Awards; and the YPI scheme where the winners received a grant towards Ninewells Hospital Garden. PHS pupils also went forward to facilitate at the national YPI event held at Perth Concert Hall.

There have been many sporting achievements that will be covered in the Headteachers weekly letters but of note is the girls football team who will participate in the Final of the Scottish cup this Friday.

### Head Team

Interviews will take place next week and there are 55 new prefects. Thanks to the outgoing Head Team for all their efforts.

### Staffing

Mrs Kerry Telford, currently at Crieff High, will be taking up the position of Depute Head Teacher.

Special thanks to Tom Jamieson, Depute, who is retiring. MS expressed his gratitude to Tom as a mentor who is highly respected by both pupils and parents.

### Buildings

Improvements to the current building will be carried out over the summer which will see the Assembly Hall being repainted and graphics on the back wall. The concourse will also be painted and new graphics installed to reflect the values, rules and ambitions of the school as well as a focus on resilience.

The Wellbeing Team was spread throughout the school and the various sections have been brought together more centrally at the heart of the school where they are needed most, offering an integrated team all at the same location. This includes the Support for Learning team base which has been able to expand and the Connect nurture base which is now permanent with more staff. There are now six guidance teachers with the introduction of a sixth school house.

Non-attendance has been an issue exacerbated by Covid and these measures should help re-engage them.

### Questions to Headteacher

**What will the future format be for Parent Contact Evenings?** – there will be no hybrid model offered for contact evenings and the preference is ‘in-person’ to help re-establish connections with parents, particularly with S2,3 & 4 parents who have never had in-person contact with the school because of Covid.

**School attainment** – at the moment there is no sense of how PHS has compared to other schools but this will become known in August after the results are in.

**New school** – Bill Russell intimated that the Parent Council was willing to help

	<p>with anything that can be beneficial to the new school project.</p> <p>Mr Shaw suggested funding support for the Awards Ceremony, specifically the cost of Perth Concert Hall.</p> <p><b>Will there be an Award Ceremony and how will S6 leaver achievements be marked?</b> - is planned for September in Perth Concert Hall. Everchanging Covid restrictions meant there was not enough time to plan something of this magnitude. S6 leavers will be invited back for ceremony and awards will be based on real rather than projected attainments. Achievements will be recognised in absentia if necessary. There will also be the S6 prom and the committee are looking at a variety of different things to mark the S6 transition from the school. Exam results are expected on 9 August 2022.</p> <p><b>How can the school re-engage with pupils and parents, post-Covid?</b> – the increase of welfare provision should help. There is now an extra House with extra Guidance Teacher and the school is investing in infrastructure and new staff.</p> <p>In addition, there will be a constant focus on learning and teaching. The headteacher will be bringing in a consultant to hold seven sessions, four with the extended leadership team and three with all staff. School Improvement Groups are continuing for next two years focussing on student and staff wellbeing with all teachers participating in discussions about inspection quality indicators.</p> <p>There remains a drive to increase wearing of correct school uniform and the ethos of being present and respectful in the school.</p> <p>There has been a vast reduction in litter in and around the school. This was substantiated by Cllr. Barrett who had organised a litter pick but it was noted that the amounts of litter had decreased.</p> <p>Engagement data includes exclusions, merits, demerits and attendance. MS indicated that he is part of a Validated Self Evaluation programme where other school headteachers learn together. He will report on this at a future Parent Council Meeting. Bill Russell asked if pre/post Covid data can be shared.</p> <p>It was noted that Perth High School is not unique as the problems of engagement, behaviour and attendance are common to all schools, especially post-Covid.</p> <p><b>Action: pre/post Covid exclusion figures made available to Parent Council – Martin Shaw</b></p>
<p><b>10</b></p>	<p><b>Head Team Report</b></p> <p>Pupils took part in a Climb Everest charity event at the college climbing wall which raised £600 for the Lighthouse Charity, which provides mental health support.</p> <p>A prefect award day had taken place at Willowgate Centre, which mostly consisted of S6s but some S5s, giving them a nice send off.</p> <p>Leavers Day is scheduled for 27/6/22 and teachers have been roped in to cook at a BBQ. There will also be a presentation of hoodies and yearbooks in school with photos in local press.</p>

	<p>The Prom is scheduled for 28/6/22 in Dunblane Hydro Hotel with buses laid on and all invites issued.</p> <p>Bruce Renfrew asked if the Head Team had felt engaged with the new school project. It was agreed that it would be useful to re-visit this.</p> <p><b>Action: Chair and Vice Chair to enquire about User Reference Group</b></p>
11	<p><b>PTA Report</b></p> <p>Family Quiz night scheduled for Friday 24 June 2022, in school assembly hall. Any donations of prizes for the raffle will be most welcome. This will be advertised in the school daily bulletin.</p>
12	<p><b>6<sup>th</sup> Year subject classes</b></p> <p>GW asked if columns in 6<sup>th</sup> year subject choices could incorporate a life skill rather than an academic skill. Colin Murray is looking at what could be done but staffing is the main issue here and the school needs to be realistic about its core provision. Pupils in 6<sup>th</sup> year can take some life skill subjects at Nat5 level.</p>
13	<p><b>AOCB</b></p> <p>Bill Russell summarised the change in Constitution, two head prefects are included plus community members. Cllr. Barrett explained that PKC councillors usually attend rotationally so they do not all arrive en-masse.</p> <p>The Parent Council will set up a Twitter and Facebook account to help engage with more parents. It was noted that the PTA currently have a Facebook page but comments are not allowed to avoid arguments and negativity.</p> <p>Future meetings will be held in a hybrid mode if the right equipment can be put in place.</p> <p><b>Action: Twitter account – Bill Russell; Facebook account – Susan Brown</b></p> <p>There was £200 spare from a discretionary fund which and it was agreed that this should go towards a bench in memory of a teacher who recently passed away.</p> <p><u>Online Parent Contact Evenings</u></p> <p>There was concern expressed that the timeslots for online contact evenings were not long enough. Teachers are given a choice where they would conduct online ones from. Previously those at home had better connectivity than those in school.</p> <p><u>Emails from school</u></p> <p>It was requested that when sending emails, school staff put a specific topic in the subject heading rather than the generic Perth HS.</p> <p><b>Action: Martin Shaw to remind staff</b></p> <p><u>Supported study and email contact</u></p> <p>There was concern over a lack of consistency with supported study and Google classroom responses – not all messages were answered which caused some</p>



	<p>anxiety among pupils studying during exams.</p> <p>Extra funding contributed to the in-school support available over the Easter holidays and Dr Jones and the staff were thanked for their time and effort.</p>
<b>14</b>	<p><b>Date of next meeting</b></p> <p><b><i>Wednesday 14 September 2022 (provisional).</i></b></p> <p>Venue and time to be confirmed. This will be conducted in hybrid form if the technology can be made available.</p>