

ST MARGARET'S HOPE COMMUNITY SCHOOL
PARENT COUNCIL

Minutes of a meeting held on 28 January 2015 at 7.30pm

PRESENT:

Kevin Denvir, Peter Diamond (Head of Schools, OIC), Councillor Andrew Drever, Tom Hill, Melissa Lindsay, Ingrid Norquay, Paula Peace, Jane Phillips, Steve Sankey (Minutes and Chair), Nicola Taylor, Kate Towsey, Sarah Wood, and Eve Hourston-Wells.

APOLOGIES:

Alana, Rebecca Hill, Lesley MacLeod, Councillor Russ Madge, Norma Nicholson, Trish Nicholson, Ellen Pesci, Michelle Scott, Kerry Tucker, Shaun Hourston-Wells.

MATTERS ARISING

- **Signage/Crossing** – Tom Hill has liaised with OIC who are currently conducting surveys into the need for a school patrol officer.

ACTION: Tom Hill

- **New entrance to school** – This is still ongoing, and an architect has visited the school to assess the job. Despite valid risk assessments, staff are still concerned about the issue which remains potentially dangerous. Tom and Steve to pursue.

ACTION: Steve Sankey/Tom Hill

- **School Bus** – Seems to be back on track and on time.

- **Storage Buildings** – Sarah Wood reported back on meetings and costings. An outdoor storage facility for the nursery had been agreed at £200; and a large storage shed for use as a scrap store for £760 with the contractor Willie Beedie. The expenditure was agreed to by the PC.

ACTION: Sarah Wood

- **Wind Turbine** – Although the wind turbine had been repaired it was still not working! SS agreed to have show Donald how to reset the turbine, and a more long-term discussion would be arranged with OIC.

ACTION: Steve Sankey

AGENDA ITEMS

- **Treasurer's Report** – Ingrid reported a healthy balance of £3,023.34 after several successful fund raising events. SS as Chair congratulated all the parents and staff involved. A working balance of around £1,500 would remain after the various commitments agreed to in recent meetings had been purchased. The Jack Cromarty

Memorial may require further fund-raising effort if the site is to be paved. Jane Phillips agreed to discuss at a future meeting once the requirements had been finalised.

ACTION: Jane Phillips

- A fund-raising sub-committee was to be set up to progress future fund-raising events: Sarah Wood, Lesley MacLeod and Denise Denvir were all suggested or volunteered in the likelihood of a musical event.

ACTION: Ingrid Budge

- **Staffing** – TH gave a summary of the existing situation. The music teacher was still off sick and there had been difficulty finding cover. A new PE teacher had been appointed – Ali Kemp. Karen Flett was now teaching P5-7 on Fridays. Both Shirley and Kerry have had their hours increased, and Melissa Lindsey was now on the supply roll. A nursery assistant was about to be appointed – KD agreed to be the PC representative on the interview panel.

ACTION: Kevin Denvir/Tom Hill

- **School Finances** – Tom Hill reported that there were no major overspends and that the annual budget was on target. It was likely that the school roll would be 78 in the new academic year (2015-16) and a careful eye was therefore needed for the class sizes and staffing implications.
- **Nursery Improvements** – more space was required and a revamp of the nursery space was planned for August 2015. Staff raised concerns about the ‘knock on’ effect of the nursery expansion on the space implications for the remainder of the school. Nursery staff had also moved onto a ‘key worker system’ following the recommendations of the recent Inspection.
- **Heating and phones had now been fixed.**
- **Badminton Club** – Tom Hill wondered if there was any enthusiasm for a school badminton club. Cheryl Rafferty’s name was mentioned as a possibility.

HEADTEACHER RECRUITMENT:

There then followed the main item on the agenda, that of the need to recruit a new Headteacher, following the recent resignation of Tom Hill. SS as Chair of PC congratulated TH on his appointment of Director of Education, Falkland Islands Government, and thanked him for his efforts in making improvements to the Hope School, and especially his efforts with the recent Inspection. Peter Diamond, Head of Schools, OIC, was then asked to give a summary of the recruitment process and timescale.

- PD's summary and handout is available from Tom Hill should any parent wish to see this in detail. Several key points emerged for the presentation and subsequent discussion:
- The process whole would take a minimum of around 28 weeks and we are grateful to TH for his early resignation and understanding.
- The post would be advertised along with the Headship of St. Andrew's PS on the OIC website and The Times Educational Supplement.
- A member of the PC would comprise a formal part of the interview panel. Opportunities would be available for informal input from the PC to the interview process as well.
- Recruitment material would be generated by TH and staff, and the PCs, following recent models used by Stromness Academy and Sanday community and school
(ACTION required by 5/2: TH, staff, and PC)

- **Any Other Business** – none raised other than SS appealed once again for a Secretary to assist with minutes and general communications.

DATE OF NEXT MEETING: Wednesday 22 April 2015 @ 7:30pm. Agenda to include Headteacher recruitment and school grounds update.