



TITLE : THE NICOLSON INSTITUTE PARENT COUNCIL
DATE : Tuesday 27 September 2011 **TIME** : 5.30 pm
VENUE : Library, The Nicolson Institute
DISTRIBUTION : Parent Council Members, Parent Forum via noticeboards and NI website, Cllr Angus Campbell

Minutes of Meeting

Present: Iain N. Morrison (Chair)(Parent Member); D.R. Macdonald (Vice Chair)(Parent Member); Mairi Macsween (Treasurer)(Parent Member); Calum Morrison (Parent Member); Catriona Mackenzie (Parent Member); Graeme Craig (Parent Member); David Hanlon (Parent Member); Scott Connor (Parent Member); Frank Rennie (Parent Member); Frances Murray (Rector); Cllr Charlie Nicolson.
 Carol Somerville (Clerk).
 David Morrison (parent), Stuart Baird (parent)

Apologies/ Resignations: Apologies: Jane Gray (Co-opted Community Member); Cllr Angus Campbell.
 Resignations: Heather Martin/Simon O'Halloran (Parent Members); Marina Macsween (Parent Member); Scott Macneil (Parent Member); Nicky Cowsill (Parent Member).

Item	Summary and Action	Who?	When?
1	Welcome to Members Mr. I.N. Morrison welcomed everyone to the meeting. Rev. Graeme Craig opened the meeting with prayer.		
2	Annual Report on the work of the Parent Council and its Committee Mr. I.N. Morrison submitted the Annual Report on the work of the Parent Council and reported thereon. Noted the following: The Parent Council was involved in the appointment of three Depute Head Teachers and the new Rector during the year. Mr. Kevin Tewartha retired in January 2011 and had received a small gift from the Parent Council. The HMIE follow up inspection report carried out in June 2011 was circulated to members. Mrs. Murray gave a more detailed explanation of the summary points in the report. Minutes of the Broadbay Area Parent Council held on 07 February 2011 had been circulated to members. The amended Constitution was circulated to members for information and will be added on to the Parent Council Facebook/Nicolson Website (Parent Council page) and Mrs. Murray will ensure this is documented in the School Newsletter. Minutes of the New School Reference Group Meeting 5 were circulated to members. Site visits for Parent Council members are to be arranged in the near future with Dan Macphail (WISP Project Manager). Mr. I.N. Morrison suggested the new Chairman make	Annual Report already circulated to members with papers for meeting.	

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	<p>contact with Dan Macphail to arrange the site visits.</p> <p>Mr. I.N. Morrison reported that the Parent Council website had been an issue for the last two years and he suggested there should be a link on the school website so that minutes of meetings and the annual report can be accessed from there.</p> <p>The Litter Campaign, as reported by Chris Schofield, Environmental Health Officer, at a Parent Council meeting, seems to have been a success, especially with the provision of new bins on Smith Avenue, Sandwick Road and Leverhulme Drive.</p> <p>Mr. I.N. Morrison reported on some of the excellent school achievements.</p> <p>Mr. I.N. Morrison acknowledged and thanked the members of the Parent Council for their contribution throughout the year.</p> <p>The Parent Council thanked Mr. I.N. Morrison for compiling the Annual Report.</p>		
3	<p>Finance Update and Approval of Accounts</p> <p>Mrs. Mairi Macsween submitted an Income and Expenditure Account of Funds to 31 March 2011 and reported thereon.</p> <p>Noted the following:</p> <p>Safetywise Campaign £150.</p> <p>Citizen cups were presented for each year group, with £10 to be awarded with each cup.</p> <p>£10 awards were presented to the most improved pupil in S1-S3 and S4-S6.</p> <p>Mrs. F. Murray acknowledge and thanked the Parent Council for their contribution to prizegiving.</p> <p>Noted the balance of funds at 31 March 2011 was £1,576.40.</p>	Financial Report tabled to meeting.	
4	<p>Rector's Report</p> <p>Mrs. F. Murray submitted her report to the Parent Council.</p> <p>Noted the following:</p> <p>Mrs. Murray commenced in post in March 2011 and worked together with the new management team to establish an outline of priorities with staff, parents and pupils through consultation at meetings and in classes. As a result latecoming, uniform and attendance were targeted and improvements have been registered in all these areas. A review of the curriculum in S1 and S2 was also carried out and the amount of time allotted to English and Maths has increased accordingly.</p> <p>Discussed HMle visit.</p> <p>SQA results in August demonstrated a slight overall improvement across key indicators.</p> <p>As the new building progresses, events such as exhibitions of memorabilia, school records, fashion show of uniforms over the years and the historical society giving lectures will be held.</p> <p>Mrs. Murray thanked the Parent Council for their contribution and looks forward to working with the members.</p> <p>The written report will be forwarded to all Parent Council members by the Clerk.</p> <p>Mr. D.R. Macdonald asked if there were still staffing issues in the Chemistry Department.</p> <p>Mrs. Murray reported that there have been difficulties in the Chemistry Department over the last two years. An advert had been placed for an appointment to cover maternity</p>	Clerk to forward written report to all members via email	ASAP

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	<p>leave, but they were unable to make an appointment. Another advert has been placed and the closing date was yesterday. They hoped to make an appointment in the near future, but if this was unsuccessful then the whole Science Department would need to be reorganised.</p> <p>Mr. D.R. Macdonald also reported on some problems encountered in the English Department. Mrs. Murray said she would speak to the Head of the English Department.</p>		
5	<p>Selection of the New Parent Council and Office Bearers</p> <p>Mr. Iain N. Morrison stated that he did not wish to be the Chairman for a further year, but was willing to remain on the Parent Council as a parent member.</p> <p>Mr. Frank Rennie was nominated and accepted the post of Chairman.</p> <p>Mr. D.R. Macdonald agreed to remain as Vice Chairman.</p> <p>Mrs. Mairi Macsween agreed to remain as Treasurer.</p> <p>Mrs. Carol Somerville agreed to remain as Clerk.</p> <p>The members thanked Mr. I.N. Morrison for his contribution to the Parent Council during his time as Chairman.</p> <p>Mrs. Frances Murray extended the school's good wishes to Mr. I.N. Morrison as he steps down from the Chairman's role and thanked him for all his hard work.</p> <p>The following parents were present and were re-elected or elected to the Parent Council for the forthcoming year: Iain Norman Morrison; Graeme Craig; Calum Morrison; Catriona Mackenzie; David Hanlon; Scott Connor; David Morrison and Stuart Baird.</p>		
6	<p>Discussion of Issues that Members of the Parent Forum may wish to raise</p> <p>None.</p>		
7	<p>Date of Next Meeting</p> <p>Tuesday 22 November 2011 at 5.30pm in the Library, Nicolson Institute.</p>		